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BOARD of SUPERVISORS

City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

NOTICE OF CANCELLED MEETING

HOUSING AND SOCIAL POLICY COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN That the regularly scheduled Housing and Social Policy Committee meeting of Tuesday, January 4, 2000, has been cancelled.

Gloria L. Young
Clerk of the Board

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POSTED: December 28, 1999

HOUSING AND SOCIAL
POLICY COMMITTEE
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IMPORTANT HEARING NOTICE!!!

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City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, January 11, 2000 **10:30 AM** **Legislative Chamber - Second Floor, City Hall**

Special Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

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to late to note (...)

AGENDA CHANGES

REGULAR AGENDA

1. 992158 **[Citywide Longer Pedestrian Crossing Time]**
Supervisors Teng, Becerril
Resolution urging the Department of Parking and Traffic to expand its signal re-timing programs in the Geary Boulevard, 19th Avenue and North of Market area by implementing traffic signal timings using a pedestrian walking speed of 2.5 feet per second on a citywide basis and requesting the Department of Parking and Traffic to submit a report to the Board of Supervisors on the status of this implementation every six months.
11/22/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

Rule 5.43 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

There are no items now pending in the Committee that fall under the 30-day Rule.

Watch future agendas for matters.

3

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.
Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting nor displayed in the room.
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HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

January 6, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: January 11, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 99-2340

Department:	Juvenile Probation
Item:	Hearing to consider the release of reserved funds in the amount of $397,000 to fund a professional services contract with the Performing Arts Workshop to provide direct program services for the Robeson/Rivera Academy, formerly known as the Repeat Offender Prevention Program.
Amount:	$397,000
Source of Funds:	State Board of Corrections grant funds previously approved and reserved by the Board of Supervisors (Resolution 331-99).
Budget:	The summary budget for the subject reserved funds for FY 1999-2000 and the projected budget for FY 2000-2001 are as follows:

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	FY 1999-2000 (5 months)	FY 2000-2001
Salaries and Benefits	$ 77,993	$190,384
Staff and Program Development	22,130	50,900
Operating Expenses	28,288	57,758
Total	$128,411	$299,042

The Attachment, provided by the Juvenile Probation Department, contains further budget details to support the summary budget shown above.

Description:

The Board of Supervisors previously approved Resolution 331-99, authorizing the Juvenile Probation Department to apply for, accept and expend grant funds in the amount of $497,502 from the State Board of Corrections for the Repeat Offender Prevention Program (now known as the Robeson/Rivera Academy). At the same time the Board of Supervisors placed $397,502 of the $497,502 on reserve, pending the Department's selection of a contractor.

Approval of the requested release of reserved funds would release $397,502, permitting the Juvenile Probation Department to award a professional services contract for the Robeson/Rivera Academy to provide (a) weekly classes in drama, dance and visual arts, (b) recreational activities, and (c) workshops for staff and family members of enrolled youths.

Comment:

1. According to Ms. Sandy Brown-Richardson of the Juvenile Probation Department, upon the Board of Supervisors approval of the release of reserved funds, the Department would award a contract to the Performing Arts Workshop (PAW), a nonprofit agency, which was selected through a Request for Proposal (RFP) process. PAW would provide direct program services for the Robeson/Rivera Academy, which targets at-risk youth who are exhibiting behavior that may lead to delinquency and recidivism. Ms. Brown-Richardson states that the program would initially serve 15 clients.

2. Ms. Brown-Richardson reports that the total contract amount of $427,453 is $29,951 more than the $397,502 in reserved funds. According to Ms. Brown-Richardson, additional funds in the amount of $29,951, resulting from

salary savings, are available from the unused grant funds.

3. The Board of Supervisors placed $397,502 on reserve for the subject program in April of 1999. Therefore, the actual amount of reserved funds to be released is $397,502, and not $397,000 as requested.

4. Ms. Brown-Richardson states the program would terminate on June 30, 2001 if no further grant funds are made available.

Recommendation: Approve the release of reserved funds in the amount of $397,502.

Performing Arts Workshop — Robeson/ Rivera Academy

Projected Program Budget
FY 2000/01
(5 Months)

PERSONNEL			
Theatre, Dance. Visual Artist's Salaries			
($45 per hour x 180 hours x 3 Artists)	$	24,300.00	
Artist/Classroom Teacher Conference Time			
($25 per hour x 24 hours x 3 Artists)	$	1,800.00	
Artist Intern Assistants			
($20 per hour x 120 hours x 3 Artists)	$	7,200.00	
Recreations Coordinator			
($20 per hour x 400 hours)	$	8,000.00	
R&R Academy Program Manager			
($19.25 per hour x 40 x 20)	$	15,400.00	
R& R Academy Administrative Assistant			
($14 per hour x 32 x20)	$	8,960.00	
Bookkeeper			
($18 per hour x 6 hours x 20)	$	2,160.00	
SUBTOTAL		67,820.00	
Fringe 15%		10,173.00	
TOTAL SALARIES			$ 77,993.00
STAFF/PROGRAM DEVELOPMENT			
Staff Development Workshops			
($500 per workshop x 7)	$	3,500.00	
Honorariums for Artist's Meetings			
($25 per hour x 10 x 3)	$	750.00	
Stipends for Workshop Participants			
($100 per workshop x 2 x 2)	$	800.00	
Resource Texts for Classroom Teachers			
(Theatre and Art Texts)	$	500.00	
Program and Curriculum Development			
($25 per hour x 330 hours)	$	8,250.00	
Project Consultants	$	8,330.00	
TOTAL STAFF/PROGRAM DEVELOPMENT	$		22,130.00
OPERATING EXPENSES			
Liability Insurance (increased coverage)	$	500.00	
After School Snacks & Dinners	$	6,250.00	
Postage	$	500.00	
Art Materials, Props, Musical Instruments	$	4,200.00	
Sports Equipment & Board Games	$	3,000.00	
Telephone	$	700.00	
Documentation (photos and video tapes)	$	915.00	
Project Audit	$	500.00	
Field Trips ($25 x 18 x 10 trips)	$	3,750.00	
Educational Materials	$	1,665.00	
Office Supplies	$	1,250.00	
Employee Benefits	$	535.00	
Television/VCR/Videos	$	2,000.00	
2 Walkie Talkies & 2 Pagers	$	1,200.00	
Art Stools (15 x $80 each)	$	1,200.00	
Car Seat	$	123.00	
TOTAL OPERATING EXPENSES			$ 28,288.00
TOTAL PROGRAM EXPENSE			$128,411

Performing Arts Workshop — Robeson/Rivera Academy

Projected Program Budget
FY 2000/01

PERSONNEL				
Theatre, Dance. Visual Artist's Salaries				
($45 per hour x 432 hours x 3 Artists)	$	58,320.00		
Artist/Classroom Teacher Conference Time				
($25 per hour x 24 hours x 3 Artists)	$	1,800.00		
Artist Intern Assistants				
($20 per hour x 288 hours x 3 Artists)	$	17,280.00		
Recreations Coordinator				
($20 per hour x 960 hours)	$	19,200.00		
R&R Academy Program Manager				
($19,25 per hour x 40 x 52)	$	40,040.00		
R& R Academy Administrative Assistant				
($14 per hour x 32 x 52)	$	23,296.00		
Bookkeeper				
($18 per hour x 6 hours x 52)	$	5,616.00		
SUBTOTAL		165,552.00		
Fringe 15%		24,832.00		
TOTAL SALARIES			$ 190,384.00	
STAFF/PROGRAM DEVELOPMENT				
Staff Development Workshops				
($500 per workshop x 14)	$	7,000.00		
Honorariums for Artist's Meetings				
($25 per hour x 24 x 3)	$	1,800.00		
Stipends for Workshop Participants				
($100 per workshop x 4 x 4)	$	1,600.00		
Resource Texts for Classroom Teachers				
(Theatre and Art Texts)	$	500.00		
Program and Curriculum Development				
($25 per hour x 800 hours)	$	20,000.00		
Project Consultants	$	20,000.00		
TOTAL STAFF/PROGRAM DEVELOPMENT	$		50,900.00	
OPERATING EXPENSES				
Liability Insurance (increased coverage)	$	500.00		
After School Snacks & Dinners	$	15,000.00		
Postage	$	1,000.00		
Art Materials, Props, Musical Instruments	$	10,000.00		
Sports Equipment & Board Games	$	1,570.00		
Telephone	$	1,700.00		
Documentation (photos and video tapes)	$	2,200.00		
Project Audit	$	500.00		
Employee Benefits	$	1,288.00		
School Uniforms	$	1,200.00		
Office Supplies	$	3,000.00		
Field Trips ($25 x 18 x 24 trips)	$	10,800.00		
Educational Materials	$	4,000.00		
Marketing & Program Development	$	5,000.00		
TOTAL OPERATING EXPENSES			57,758.00	
TOTAL PROGRAM EXPENSE				$ 299,042.00

Item 4 - File 99-2316

Item: Ordinance amending Section 27.9A of the City's Administrative Code regarding relocation payments made by landlords to adult low-income tenants evicted pursuant to the Ellis Act to increase payments from the current range of $1,500 to $2,500 per unit to a standard $3,000 per tenant, except that when two or more adult low-income tenants move together, the relocation payments would increase from the current range of $1,500 to $2,500 to $3,000 to $5,000, depending on the size of the unit, and providing review by the Board of Supervisors of such amounts over time to reflect residential rental housing market fluctuations.

Description: The proposed ordinance would amend the City's Administrative Code to increase the amount of relocation payments that adult low-income tenants are entitled to receive from property owners when a landlord seeks an eviction based on Section 37.9(a)(13), Ellis Act eviction (California Government Code Section 7060 et seq. which provides owner rights to withdraw units from residential rental). Currently, under the City's Administrative Code, all tenants who receive an eviction based on the Ellis Act provisions, who are determined to be low-income, are entitled to receive one-time relocation benefit payments of the following amounts: (1) $1,500 if the unit is a studio (one or two rooms); (2) $1,750 if the unit is a one-bedroom (three rooms) and (3) $2,500 if the unit contains two or more separate bedrooms. According to both the existing and proposed ordinance, low-income households are defined by Section 50079.5 of the California Health and Safety Code and the Mayor's Office of Housing annually determines the income limits for lower income households, adjusted for household size.

Under the proposed ordinance, all qualifying adult low-income tenants would be entitled to receive $3,000 each before vacating the premises. However, where any two or more such lawful adult tenants from the same affected unit move together to a new residence, then under the proposed ordinance, the payment for

those moving together would instead be: (1) $3,000 if the affected unit is a studio (one or two rooms); (2) $4,000 if the affected unit is a one-bedroom (three rooms); (3) $5,000 if the affected unit contains two or more separate bedrooms. In addition, under the proposed ordinance, these amounts would be reviewed from time to time by the Board of Supervisors and adjusted as deemed necessary by the Board of Supervisors in order to reflect residential rental housing market fluctuations.

Currently, the City's Administrative Code also provides for tenants who are determined to be 62 years of age or older or who are disabled to receive $3,000 for relocation benefits, irrespective of the size of their units, from such evictions. This provision would not change under the proposed ordinance.

Comments:

1. In recognition of the fact that all of the relocation payments based on the Ellis Act eviction provisions are to be paid by property owners and not the City, Mr. Joe Grubb of the Rent Arbitration and Control Board (Rent Board) reports that the proposed ordinance will have no fiscal impact on either the City generally or on the operations of the Rent Board.

2. It should be noted that on January 4, 2000, the Board of Supervisors approved an ordinance to amend Section 37.9A of the City's Administrative Code to increase relocation benefit payments paid by landlords for all qualifying low-income tenants who receive an eviction based on the Ellis Act provisions from the current range of $1,500 to $2,500, depending on the size of the unit to a flat $4,500, regardless of the size of the housing unit (File 99-2236). In contrast, the proposed ordinance would increase relocation benefit payments paid by landlords for all qualifying low-income adult tenants who receive an eviction based on the Ellis Act provisions from the current range of $1,500 to $2,500, depending on the size of the unit, to a flat $3,000, regardless of the size of the housing unit, unless two or more adult low-income tenants move together, which would then increase the relocation benefit payment up to $5,000, depending on the size of the housing unit. Ms. Marie Blits of the City

Attorney's Office reports that, given the timing of the proposed ordinance, if the proposed ordinance is approved, it would supercede the previously approved ordinance (File 99-2236).

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

BOARD of SUPERVISORS

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NOTICE OF CANCELLED MEETING

HOUSING AND SOCIAL POLICY COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN that the meeting of the Housing and Social Policy Committee scheduled for Tuesday, January 18, 2000, at 10:00 a.m., at 1 Dr. Carlton B. Goodlett Place, Room 263, City Hall, San Francisco, California, has been **cancelled**.

Gloria L. Young
Clerk of the Board

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City and County of San Franc

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, February 01, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

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AGENDA CHANGES

REGULAR AGENDA

1. 000074 **[Federal grant to provide employment and training programs and social adjustment services to refugees who have been in the country 5 years or less]**

   Resolution authorizing the Private Industry Council of San Francisco, Inc. to accept and expend approximately $109,004 of additional federal Refugee Employment Social Services funds and approximately $254,726 of unspent funds in line with the Refugee County Plan. (Private Industry Council)

   1/11/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 000134 **[Grant funds to be used by the Police Department Juvenile Division for reducing high school teen drinking and driving, driving injuries and fatalities]**

   Resolution authorizing the Chief of Police of the City and County of San Francisco to accept and expend funds made available through the California Department of Alcoholic Beverage Control for a project designated "Every 15 Minutes" and waiving indirect costs due to funding constraints. (Police Department)

   1/19/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. **992014** **[Police Transgender Sensitivity Training]**

Supervisors Leno, Ammiano, Katz, Bierman

Hearing to consider police sensitivity training regarding the transgender community for all members of the Police and Sheriff's Departments (in addition to recruits) and the establishment of transgender protocols for the San Francisco Police and Sheriff's Departments.

10/25/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.
1/26/00, SUBSTITUTED. Submitted by Supervisor Leno to add the Sheriff Department.
1/31/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. **992157** **[Transgender Civil Rights Implementation Task Force]**

Supervisors Leno, Ammiano, Katz

Resolution establishing the Transgender Civil Rights Implementation Task Force to make recommendations to the Mayor and the Board of Supervisors and setting forth the membership and duties of the task force.

11/22/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

5. **000113** **[City of Refuge]**

Supervisors Katz, Kaufman, Leno, Ammiano, Brown, Becerril, Bierman, Teng, Yaki, Newsom, Yee

Resolution declaring the City and County of San Francisco a "City of Refuge" for bi-national same sex couples.

1/18/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee. Sponsor requests this matter be scheduled at the February 1, 2000 meeting.

6. **000037** **[Single Room Occupancy Memorandum of Understanding and Master Lease Hotel Programs]**

Supervisor Newsom

Hearing to consider the Single Room Occupancy Memorandum of Understanding and Master Lease Hotel Programs.

1/4/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

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(Not to be considered at this meeting)

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000150 **[Children and Families Commission]**

Supervisor Teng

Ordinance amending Administrative Code Section 86.2 to authorize the San Francisco Children and Families Commission to communicate its position on federal, state and local legislation affecting young children to the Mayor, the Board of Supervisors and State and Federal legislative bodies provided that the Commission's position does not conflict with any official position taken by the City and County.

Amends Section 86.2.)

1/24/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 2/23/2000.

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HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

File No. 000074 Committee Item No. 1
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST*

Committee Housing and Social Policy **Date** 2/1/00

Board of Supervisors Meeting **Date** _____

Cmte	Board	
☐	☐	Motion
☒	☐	Resolution
☐	☐	Ordinance
☐	☐	Legislative Digest
☒	☐	Budget Analyst Report
☐	☐	Legislative Analyst Report
☒	☐	Department/Agency Cover Letter and/or Report
☐	☐	Public Correspondence
☐	☐	Exceeds 20 pages; see file to review
☐	☐	Sent to Board in advance of agenda preparation; available for review at reception desk, City Hall, Room 244
☐	☐	Other

- _____
- _____
- _____
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- _____

(Use back side if additional space is needed)

Late Agenda Items (documents received too late for distribution to the Committee Members)

- _____
- _____
- _____
- _____

Completed by: Gail Johnson **Date** 1/28/00
Date _____

*This list reflects the explanatory documents provided

FILE NO. 000074 RESOLUTION NO. _____

[Federal Funding]

AUTHORIZING THE PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC. TO ACCEPT AND EXPEND APPROXIMATELY $109,004 OF ADDITIONAL FEDERAL REFUGEE EMPLOYMENT SOCIAL SERVICES FUNDS AND APPROXIMATELY $254,726 OF UNSPENT FUNDS IN LINE WITH THE REFUGEE COUNTY PLAN.

WHEREAS, The Private Industry Council of San Francisco, Inc. (PIC), by authorization of this Board of Supervisors acts with the approval of the Department of Human Services for the City and County of San Francisco in administering federal Refugee funds awarded to San Francisco; and

WHEREAS, The federal Office of Refugee Resettlement has allocated an additional $109,004 in Refugee Employment Social Services funds for services to refugees in San Francisco; and

WHEREAS, The PIC has identified approximately $254,726 of unspent funds from the prior year ending September 30, 1999; and

WHEREAS, The PIC Board of Directors has approved the usage of those funds; now therefore, be it

RESOLVED, That the Interim President of the PIC is authorized by the Board of Supervisors to accept and expend approximately $109,004 of additional federal refugee employment social services funds and approximately $254,726 of unspent funds in line with the Refugee County Plan.

(Private Industry Council)

PRIVATE INDUSTRY COUNCIL
of San Francisco, Inc.

January 10, 2000

Barbara Kilby

000074

Ms. Gloria Young
Clerk of the Board
Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102

Dear Ms. Young:

In September 1999, the Board of Supervisors approved the San Francisco Refugee County Plan for Federal Fiscal Year (FFY) 1999 (October 1, 1999 through September 30, 2000) and authorized the Private Industry Council of San Francisco, Inc. (PIC), to accept and expend preliminary federal refugee funds in conformance with the approved Plan. At that time, we anticipated that there would be some unspent FFY '98 funds. In November, we determined the extent of those unspent funds ($254,726). We also have been allocated additional Refugee Employment Social Services (RESS) funds ($109,004 - $92,739 for services and $16,265 for PIC administration) over the preliminary amount.

At its December 7, 1999 meeting, the PIC Board of Directors approved several refugee service providers for the $347,465 in additional funds - which is a sum of $254,726 in unspent funds remaining and $92,739 in additional RESS funds allocated for services. The first Attachment, Table 1, contains detailed services funding information. These additional dollars and performance goals represent additions to our Refugee County Plan, which has been approved by the State. The second attachment contains the PIC administration budget for the $16,265 in additional RESS funds for administration.

If you have any questions, please contact Karen Hart of my staff at 431-8700.

Sincerely,

Raymond R. Holland
Interim President

Attachments

cc: PIC Staff

CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

January 27, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: February 1, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 00-0074

Department: Department of Human Services (DHS)
Private Industry Council (PIC)

Item: Resolution authorizing the Private Industry Council to accept and expend $109,004 of Federal Refugee Employment Social Services Program funds and $254,726 of unexpended Refugee Employment Social Services Program funds and other Federal targeted assistance funds related to the Refugee County Plan, resulting in a total request of $363,730.

Grant amount:

Federal Refugee Employment Social Services Program (RESS) funds	$92,739
RESS funds for PIC administration	16,265
Unexpended FY 1998-99 RESS and other Federal targeted assistance funds	254,726
TOTAL:	$363,730

Grant period: October 1, 1999 to September 30, 2000

Source of funds: Federal Office of Refugee Resettlement (ORR)

Description: ORR annually allocates Federal refugee funds to DHS to provide employment and training programs and acculturation and social adjustment services to refugees who have been in the United States for five years or less. According to Mr. Raymond Holland of the PIC, for more than 20 years, the DHS has contracted with the PIC, a non-profit organization, to administer Federal refugee funds on behalf of the City. The PIC negotiates contracts with culturally and linguistically appropriate community-based agencies to provide employment and training programs and acculturation and social adjustment services to eligible refugees. Furthermore, the PIC develops the employment training plans, issues the necessary Requests for Proposals, prepares the necessary reporting documents, and evaluates the contractors' effectiveness, according to Mr. Holland.

Budget: Attachment I, provided by PIC, contains a budget of $347,465 for contractual services during FY 1999-2000. The service providers listed in Attachment I were selected by PIC under a Request for Proposals (RFP) process.

Attachment II, provided by PIC, contains a budget of $16,265 for additional PIC administration costs during FY 1999-2000.

Required match: None

Indirect costs: Indirect costs are ineligible for the subject Federal grant, according to Mr. Holland.

Comments: 1. Mr. Holland states that $254,726 of FY 1998-99 RESS and other Federal targeted assistance funds was unexpended because fewer refugees were enrolled in the subcontracted programs than anticipated. Originally 520 refugees were estimated to enroll, but only 333 refugees actually enrolled, an approximately 36 percent reduction according to Mr. Holland who states that there were two reasons for this decline. Firstly, there has been a significant reduction in the number of CalWORKS refugee clients because of welfare reform and low unemployment rates. Secondly, the number of refugees arriving in San Francisco has reduced due to the City's high housing costs, according to Mr. Holland.

2. Of the subject amount of $363,730 in total grant funds, Mr. Holland states that $347,465 would be expended on contractual services which were selected under a RFP process for the agencies specified in Attachment I.

3. Of the balance of $363,730 in total grant funds, $16,265 would be expended for PIC administration costs, as specified in Attachment II.

4. Attachment III is a Grant Application Information Form prepared by the PIC.

5. The PIC has prepared a Disability Access Checklist, a copy of which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

TABLE 1
PRIVATE INDUSTRY COUNCIL RECOMMENDATIONS FOR CARRY FORWARD AND UNALLOCATED REFUGEE FUNDS

AGENCY/PROGRAM	FFY '98 PRELIM FUNDING	FFY '98 FINAL FUNDING	FFY '99 CURRENT FUNDING	CURRENT SLOTS	ADDITIONAL FUNDS RECOM	REVISED FFY '99 FUNDING LEVEL	REV. SLOTS
nternational Rescue Committee - CIP	$119,886	$133,512	$119,886	NA	$13,626	$133,512	NA
atholica Charities/REAP-ES	$170,123	$170,123	$170,123	100	$0	$170,123	100
atholica Charities/REAP-IR	$22,500	$22,500	$22,500	15	$22,500	$45,000	30
ewish Vocational Service - ES	$212,453	$212,453	$212,453	106	$0	$212,453	106
ewish Vocational Service - VT-CAD	$70,989	$70,989	$70,989	27	$0	$70,989	27
ewish Vocational Service - VT-CNA	$13,206	$13,206	$13,206	5	$0	$13,206	5
ewish Vocational Service - VT-OTC	$58,980	$88,469	$58,980	20	$29,489	$88,469	30
areer Resources Dev Ctr-VT-clerical/med	$85,800	$114,400	$85,800	39	$0	$85,800	39
efugee Transitions-ES	$37,910	$37,910	$37,910	31	$0	$37,910	31
BC/African Imgrnt & Refugee Res Ctr - ES	$32,711	$32,711	$32,711	15	$0	$32,711	15
RANSP/CHILDCARE	$30,000	$30,000	$30,000		($570)	$29,430	
R SET ASIDE - REAP	$52,500	$52,500	$80,657		$75,000	$155,657	
SET ASIDE - ALL	$0	$232,649	$0		$183,224	$183,224	53
OTAL ES/VT/IR SLOTS				358			436
nternational Institute - A/SAS	$35,583	$39,537	$35,583	140	$24,196	$59,779	221
efugee Transitions - A/SAS	$23,712	$26,347	$23,712	90	$0	$23,712	90
OTAL A/SAS SLOTS				230			311
OTAL FUNDS	$966,353	$1,277,306	$994,510		$347,465	$1,341,975	

IP: Central Intake Point
S: Employment Services
R: Individual Referral
T: Vocational Training
AD: Computer Aided Drafting
NA: Certified Nursing Assistant
TC: Office Technology & Communication
'SAS: Acculturation/Social Adjustment Services

Attachment

Refugee Grants Costs Budget -Add'l RESS/TA

Attachment II

12 Months Budget (Internal from 10/99 to 9/00)

Salaries	FTE	Monthly Salary	# Pos.	# Mos	Total
President	1.0	$ 6,960	1.0%	12	$ 835
VP - Operations	1.0	5,731	1.0%	12	687
VP - Planing & MIS	1.0	5,731	1.0%	12	688
VP - Administration	1.0	5,731	4.0%	12	2,751
Controller	1.0	5,618	1.0%	12	675
Project Coordinator	1.0	4,594	5.0%	12	2,748
Tech. Assistance	1.0	2,822	5.0%	12	1,693
Executive Assistant	1.0	3,382	0.1%	12	41
Human Resources Manager	1.0	4,609	0.1%	12	56
MIS Staff	5.0	3,697	0.3%	12	555
Accountant	1.0	4,149	1.0%	12	497
Asst. Accountant	1.0	3,104	0.5%	12	186
Clerical Staff	4.5	3,225	0.3%	12	459
		Total	0.2		11,871
Fringe Benefits					
FICA		7.65%			$ 908
SUI		$ 7,000	0.2	5.40%	76
Workers Compensation				0.50%	59
Medical Insurance		$ 250	0.2	12	615
Retirement		6%			712
		Total			$ 2,371
Others					
FIELD EXP.		$ 3.34		12	$ 40
STAFF TRAVEL		0.77		12	9
INSURANCE EXP		8.23		12	99
MAT & SUPPLIES		10.93		12	131
PUBL. SUBC.MATER		0.64		12	8
MISCELLANEOUS		0.13		12	2
AUDITING SVS.		5.53		12	66
CONTRACTED SVS.		1.41		12	17
AD/PUBLIC RELAT		1.29		12	15
REPRODUCTION		2.31		12	28
STAFF TRAINING		0.13		12	2
EMPL & TRNG SVS		2.31		12	28
MOVING & STORAG		0.39		12	5
TELEPHONE		6.81		12	82
POSTAGE		6.68		12	80
COMPUTER MAINT.		2.70		12	32
RENT - OFFICE		35.48		12	426
EQUIP RENTAL		23.40		12	281
EQUIP SVS AGRE/		5.27		12	63
EQUIP REPAIRS		0.64		12	8
BANK CHARGES		3.09		12	37
EARNED VACATION		40.36		12	484
DATA GEN/INFORM		1.67		12	20
EQUIP SVC AGRE/		0.26		12	3
MESSENGER SVC		0.26		12	3
FOLLOW-UP COST		4.50		12	54
		Total			$ 2,022

File Number:

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: **Private Industry Council of San Francisco, !nc.**
2. Contact Person: **Raymond R. Holland** Telephone: (415) 431-8700
3. Project Title: **Refugee Employment and Acculturation Programs**
4. Grant Source Agency: **Federal Office of Refugee Resettlement (ORR)**
5. Type of Funds: X Federal _ Federal-State (Pass-Through) _State _ Local _Private
6. Proposed (New/Continuation) Grant Project Summary:
   ORR annually allocates federal refugee funds to States and Counties. The Private Industry Council (PIC) subcontracts with culturally and linguistically appropriate community based agencies to provide employment and training programs and acculturation and social adjustment services to refugees who have been in the country five years or less.
7. Amount of Grant Funding Applied for: .....NA
   We did not apply for the funds. They were allocated to San Francisco.
8. Maximum Funding Amount Available: $363,730
9. Required Matching Funds: Yes: __ No: X / Cash or In-Kind?

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: .....None
11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible for this grant? Yes: ___ No: X

If yes, please identify the amount of $ in indirect costs?

13. Amount to be spent on contractual services:.....$347,465

14. a.) Will contractual services be put out to bid? .....No; **They were put out to bid in FFY 1998. A Request For Proposals was issued for FFY 1998, and it set forth that "Subcontracts may be extended for a maximum of three consecutive years based on satisfactory evaluations and availability of funds". These additional funds will be added to existing contracts.**

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? NA

15. Is this likely to be a one-time or ongoing request for contracting out?..... **On-going**

16. Term of Grant Start Date: 10/1/99 End Date: 9/30/00

17. Date Department Notified of Available Funds:.. 8/17/99 (additional funds) & 11/5/99 (unspent funds)

18. Grant Application Due Date: N/A.....

19. Grant Funding Guidelines and Options (Selection from RFP, grant announcement or appropriations legislation):

ORR has specified that these funds be used to provide employment and training and acculturation and social adjustment services to refugees who have been in the country five years or less.

ORR Priorities in provision of services are:

1. **All newly arriving refugees during their first year in the U.S., who apply for services;**
2. **Refugees who are receiving cash assistance;**
3. **Unemployed refugees who are not receiving cash assistance; and**
4. **Employed refugees in need of services to retain employment or to attain economic independence.**

20. Department Head Approval: **Raymond R. Holland, Interim President**

(Signature)

File No. 000134 Committee Item No. 2
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST*

Committee Housing and Social Policy Date 2/1/00

Board of Supervisors Meeting Date _____

Cmte	Board	
☐	☐	Motion
☒	☐	Resolution
☐	☐	Ordinance
☐	☐	Legislative Digest
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(Use back side if additional space is needed)

Late Agenda Items (documents received too late for distribution to the Committee Members)

- _____
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- _____

Completed by: Gail Johnson Date 1/28/00
Date _____

*This list reflects the explanatory documents provided

FILE NO. 000134 RESOLUTION NO.

[Grant, State]

AUTHORIZING THE CHIEF OF POLICE OF THE CITY AND COUNTY OF SAN FRANCISCO TO ACCEPT AND EXPEND FUNDS MADE AVAILABLE THROUGH THE CALIFORNIA DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL FOR A PROJECT DESIGNATED "EVERY 15 MINUTES " AND WAIVING INDIRECT COSTS DUE TO FUNDING CONSTRAINTS.

WHEREAS, the Chief of Police of the City and County of San Francisco desires to undertake a certain project designated "EVERY 15 MINUTES " funded from funds made available through the California Department of Alcoholic Beverage Control (herein after referred to as "ABC") for reducing the number of teens involved in fatal crashes or injured in alcohol related collisions; now therefore be it

RESOLVED, that the Chief of Police of the City and County of San Francisco is authorized on behalf of the City and County of San Francisco to accept and expend funding for this project from ABC, waiving indirect costs due to funding constraints; and be it

FURTHER RESOLVED, that the Chief of Police of the City and County of San Francisco is authorized to execute on behalf of the of the City and County of San Francisco the necessary Grant Award Agreement for this project including any augmentations from ABC, extensions and amendments thereof; and be it

FURTHER RESOLVED, that it is agreed that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grantee and the authorizing agency. The State of California and ABC disclaim responsibility for and such liability; and be it

FURTHER RESOLVED, that grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

for WILLIE L. BROWN JR.
MAYOR

FRED H. LAU
CHIEF OF POLICE

for EDWARD HARRINGTON
CONTROLLER

CITY AND COUNTY OF SAN FRANCISCO

Item 2 – File 00-0134

Department:	Police Department (SFPD)
Item:	Resolution authorizing the Chief of Police to accept and expend funds made available through the California Department of Alcoholic Beverage Control (ABC) for a project designated "Every 15 Minutes" and waiving indirect costs.
Grant Amount:	$4,000
Source of Funds:	California State Department of Alcoholic Beverage Control (ABC) and the California State Office of Traffic Safety (See Comment No. 1)
Grant Period:	October 1999 through September 2000
Project:	"Every 15 Minutes"
Description:	On October 1, 1999, the Police Department (SFPD) submitted an application to the State of California Department of Alcohol Beverage Control (ABC) to fund a program called "Every 15 Minutes." The program name comes from the statistic that every 15 minutes a person in the United States dies from an alcohol-related traffic collision. This cooperative program, which involves law enforcement, schools, and the community, is designed to reduce high school teen drinking and driving, driving injuries and fatalities. The SFPD's Juvenile Division will conduct an "Every 15 Minutes" two-day program to challenge teens to consider the consequences of drinking and driving, the importance of personal safety, the responsibility of making mature decisions and the impact their decisions may have on their families and friends. This program targets high school juniors and seniors and will take place in a local high school to be selected by SFPD.

Budget: The proposed budget for this grant is as follows:

Rental of video equipment and screen:	$2,000
Printed materials; T-shirts and water bottles with "Every 15 Minutes" logo:	2,000
Total Grant	**$4,000**

Required Match: None

Indirect Costs: Indirect costs would be waived. (See Comment No.2)

Comment:

1. The California State Department of Alcoholic Beverage Control (ABC) oversees and distributes funds for the "Every 15 Minutes" program. The California State Office of Traffic Safety provides the funds.

2. The SFPD requests that indirect costs be waived in order that all grant funds be applied to direct program costs.

3. The SFPD has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

Recommendation: Approve the proposed resolution.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

POLICE DEPARTMENT
CITY AND COUNTY OF SAN FRANCISCO
THOMAS J. CAHILL HALL OF JUSTICE
850 BRYANT STREET
SAN FRANCISCO, CALIFORNIA 94103

FRED H. LAU
CHIEF OF POLICE

December 6, 1999

Through: The Honorable Police Commission

000134

Ms. Gloria L. Young
Clerk of the Board of Supervisors
City Hall - Room 244
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Ms. Young:

On December 1, 1999 the Police Commission passed a resolution [copy attached] supporting the application by the Police Department to the State of California-Office of Alcohol Beverage Control for a grant known as "Every 15 Minutes".

Attached is a resolution for adoption by the Board of Supervisors to accept and expend funds for the program noted above. The San Francisco Police Department's Juvenile Division will conduct a two-day program to reduce high school teen drinking and driving, driving injuries and fatalities. This program will challenge teens to think about drinking and driving, personal safety, and the responsibility of making mature decisions and the impact their decisions have and their families and friends. This is a cooperative program involving law enforcement, schools, and the community. The nature of the project is described in the attached resolution.

Thank you for your assistance. If there is any further information you require, please feel free to contact me or Inspector Timothy Armour of our Grant Unit (553-1120).

Sincerely,

Fred H. Lau
Chief of Police

The Police Commission

CITY AND COUNTY OF SAN FRANCISCO

December 2, 1999

DENNIS HERRERA
President

SIDNEY CHAN
Vice President

PAT NORMAN
Commissioner

CONNIE PERRY
Commissioner

WAYNE FRIDAY
Commissioner

LT. MANUEL BARRETTA
Secretary

Honorable Mayor Willie L. Brown, Jr.
Mayor of the City and County of San Francisco
City Hall, Room 200
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Honorable Mayor Brown:

At the meeting of the Police Commission on Wednesday, December 1, 1999, the following resolution was adopted:

RESOLUTION NO. 92-99

APPROVAL OF REQUEST OF THE CHIEF OF POLICE TO RETROACTIVELY APPLY FOR, ACCEPT, AND EXPEND FUNDS FROM THE STATE OF CALIFORNIA DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL (ABC) TO IMPLEMENT THE "EVERY 15 MINUTES" PROGRAM

RESOLVED, that the Police Commission hereby approves request of the Chief of Police to apply for retroactively, accept, and expend funds to implement the "Every 15 Minutes Program.

AYES: Commissioners Herrera, Chan, Norman, Perry
ABSENT: Commissioner Friday

Very truly yours,

Lieutenant Manuel Barretta
Secretary
THE POLICE COMMISSION

1137/rc

cc: Lieutenant J. Bisordi/Grant Unit

File Number:_____

Grant Application Information Form

A document required toaccompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: San Francisco Police Department
2. Contact Person: Inspector Terri Barrett Telephone: (415) 558-5552
3. Project Title: "Every 15 Minutes" Program
4. Grant Source Agency: State of California Department of Alcoholic Beverage Control/Office of Traffic Safety
5. Type of Funds: ___ Federal ___ Federal-State(Pass Through) _X_ State ___ Local ___ Private
6. Proposed (New/Continuation) Grant Project Summary:

The San Francisco Police Department Juvenile Division will conduct a two-day program funded by the State of California – Office of Traffic Safety and the Department of Alcoholic Beverage Control which targets high school juniors and seniors. The primary objectives of this program are to focus on high school students by challenging them to think about drinking, driving, personal safety, and the responsibility of making mature decisions and the impact their decisions have on family, friends, and others. This is a cooperative program involving law enforcement, schools, and the community designed to reduce teen drinking and driving, driving injuries and fatalities.

7. Amount of Grant Funding Applied for: $4,000 (Four Thousand Dollars)
8. Maximum Funding Amount Available: $4,000 (Four Thousand Dollars)
9. Required Matching Funds? Yes: ___ No: _X_ / Cash or In-kind? _____

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:
   _____
10. Number of new positions created and funded: 0

11. If new positions are created, explain the disposition of employees once the grant ends?

_____

_____

_____

12. Are indirect costs eligible costs for this grant? Yes: _____ No: __X_____

If yes, please identify the amount of $ in indirect costs?

13. Amount to be spent on contractual services:_____

14. a.) Will contractual services be put out to bid?_____N/A_____

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements?_____

_____

_____

15. Is this likely to be a one-time or ongoing request for contracting out?_____

16. Term of Grant: Start-Date: ___10-01-1999___ End Date: ___09-30-2000_____

17. Date Department Notified of Available Funds:__09-01-99_____

18. Grant Application Due Date:____10/01/99_____

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

State of California Standard Agreement Guidelines and Procedure Manual.

20. Department Head Approval:____Fred H. Lau_____Chief of Police_____

(Name) (Title)

_____

(Signature)

DISABILITY ACCESS CHECKLIST FOR GRANT APPLICANT

San Francisco Police Department

Name of Department or Agency

"Every 15 Minutes" Program

Name of Program or Service

850 Bryant Street, San Francisco, Ca 94103

Address

Sergeant Michael Sullivan **(415) 553-1343**

Contact Person (Designated 504 Coordinator) Phone

State of California Department of Alcoholic Beverage Control

Funding Agency

This grant is intended for activities at a:

[ ] New Site
[ ] Existing Site
[ ] Rehabilitation of Existing Site
[X] Multiple Sites (please list)
Within the City and County of San Francisco

This grant will fund a:

[ ] New Program or Service
[X] Existing Program or Service
[ ] Multiple Programs or Services

Physical:

1. The program or service is wheel chair accessible for:
   - paths of travel — Yes [x] No [ ]
   - restrooms — Yes [x] No [ ]
   - areas where services are provided — Yes [x] No [ ]

2. Signage for sight-impaired:
   - in elevators — Yes [x] No [ ]
   - marking paths of travel — Yes [x] No [ ]

3. Transportation is accessible if transportation is provided — Yes [x] No [ ]

Programmatic:

4. Eligibility criteria for the service or program do not exclude people with disabilities — Yes [x] No [ ]

5. Complete data is maintained concerning number of disabled persons who participate in the program and the extent and type of their disabilities — Yes [ ] No [x]

6. Program materials are offered, or can be made available, in alternative forms (e.g. Braille, large print, cassette) — Yes [x] No [ ]

7. Regular outreach is made to the disabled community, which includes notice of non-discrimination on basis of disability — Yes [x] No [ ]

8. Applicant is willing to make reasonable accommodations in program or service delivery (e.g. offering readers, note takers, sign language interpreters, and smoke-free environments) — Yes [x] No [ ]

9. Employment outreach includes the disabled community — Yes [x] No [ ]

10. If program or service not fully accessible, referrals can be make to similar services that are accessible — Yes [x] No [ ]

Others:

11. Disability awareness training has been provided to program or department staff by:
    City sponsored training — Yes [x] No [ ]
    Other training — Yes [ ] No [x]

12. Grantee has communicated with the individual or agency responsible for enforcing compliance with disability rights legislation applicable to the federal, state, or local funding agency and has been informed what steps are necessary to ensure compliance with all applicable laws. — Yes [x] No [ ]

13. Grantee has performed all actions deemed necessary by funding agency to ensure compliance with disability rights legislation — Yes [x] No [ ]

Additional Comments:
(Please list additional pertinent information

Verified by:

Department Head, Executive Director of Appointing Officer

NOTE: Please attach any other information or documentation which you consider relevant to this checklist

WARNING: Completion of this Checklist is not a substitute for consultation with the City Attorney and the funding agency concerning specific federal , state or local disability rights legislation, regulations, or requirements applicable to particular projects, programs or services.

STATE OF CALIFORNIA
STANDARD AGREEMENT
STD. 2 (REV. 5-91)

APPROVED BY THE ATTORNEY GENERAL

CONTRACT NUMBER	AM. NO.
99B-E1560	

TAXPAYER'S FEDERAL EMPLOYER IDENTIFICATION NUMBER

THIS AGREEMENT, made and entered into this 1st day of September, 19 99, in the State of California, by and between State of California, through its duly elected or appointed, qualified and acting

TITLE OF OFFICER ACTING FOR STATE	AGENCY
Assistant Director, Administration	Department of Alcoholic Beverage Control

, hereafter called the State, and

San Francisco Police Department, hereafter called the Contractor.

WITNESSETH: That the Contractor for and in consideration of the covenants, conditions, agreements, and stipulations of the State hereinafter expressed, does hereby agree to furnish to the State services and materials, as follows: *(Set forth service to be rendered by Contractor, amount to be paid Contractor, time for performance or completion, and attach plans and specifications, if any.)*

1. Contractor agrees to implement the Every 15 Minutes Program, a two-day program involving high school juniors and seniors that challenges them to think about drinking, personal safety, and the responsibility of making mature decisions concerning drinking and driving. This is a cooperative program involving schools, law enforcement, and the community designed to prevent teen driving and driving injuries and fatalities.

2. The term of this agreement is October 1, 1999, through September 30, 2000.

3. The maximum amount payable under this agreement shall not exceed $4,000.00.

4. This agreement may be terminated prior to the expiration date by either party upon thirty (30) days prior written notice. If at any time the Contractor should cease to perform the services specified herein, the contract is deemed to be terminated. No penalty shall accrue to either party because of contract termination. All work performed pursuant to the Contract and prior to the date of termination may be claimed for reimbursement.

CONTINUED ON 4 SHEETS, EACH BEARING NAME OF CONTRACTOR AND CONTRACT NUMBER.

The provisions on the reverse side hereof constitute a part of this agreement.

IN WITNESS WHEREOF, this agreement has been executed by the parties hereto, upon the date first above written

STATE OF CALIFORNIA	CONTRACTOR
AGENCY: Department of Alcoholic Beverage Control	CONTRACTOR *(if other than an individual, state whether a corporation, partnership, etc.)*: San Francisco Police Department
BY (AUTHORIZED SIGNATURE): Anthony M. Nieto	BY (AUTHORIZED SIGNATURE):
PRINTED NAME OF PERSON SIGNING: Anthony M. Nieto	PRINTED NAME AND TITLE OF PERSON SIGNING
TITLE: Assistant Director, Administration	ADDRESS

AMOUNT ENCUMBERED BY THIS DOCUMENT: $4,000.00	PROGRAM / CATEGORY (CODE AND TITLE): 99 - Clearing Account		FUND TITLE: ABC FUND		Department of General Services Use Only
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT: $ -	(OPTIONAL USE): 5050/10261				
TOTAL AMOUNT ENCUMBERED TO DATE: $4,000.00	ITEM: 2100-001-0081	CHAPTER: B/A	STATUTE: 99	FISCAL YEAR: 99/00	
	OBJECT OF EXPENDITURE (CODE AND TITLE): 3-26-418 Local Agencies				
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.		B.R. NO	
SIGNATURE OF ACCOUNTING OFFICER: Loretta Cochiara		DATE: 8/9/99			

☐ CONTRACTOR ☐ STATE AGENCY ☐ DEPT. OF GEN. SER. ☐ CONTROLLER ☐

1. The Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, materialmen, laborers and any other person, firm or corporation furnishing or supplying work services, materials or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the Contractor in the performance of this contract.

2. The Contractor, and the agents and employees of Contractor, in the performance of the agreement, shall act in an independent capacity and not as officers or employees or agents of State of California.

3. The State may terminate this agreement and be relieved of the payment of any consideration to Contractor should Contractor fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. The cost to the State shall be deducted from any sum due the Contractor under this agreement, and the balance, if any, shall be paid the Contractor upon demand.

4. Without the written consent of the State, this agreement is not assignable by Contractor either in whole or in part.

5. Time is of the essence in this agreement.

6. No alteration or variation of the terms of this contract shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein, shall be binding on any of the parties hereto.

7. The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided.

5. Contractor recognizes that funding for the *Every 15 Minutes* program is contingent on the Department of Alcoholic Beverage Control receiving funding from the Office of Traffic Safety.

6. Contractor shall provide a copy of this contract to its coordinator in order to ensure the terms and conditions of this contract are met.

7. Contractor agrees to follow the standard outline of the *Every 15 Minutes* program, as noted in the *Every 15 Minutes* Procedural Manual and training video, and work in cooperation with the Department of Alcoholic Beverage Control, through bi-monthly meetings between the Grant Coordinator and the assigned representative from the Department of Alcoholic Beverage Control, in order to maintain the integrity and consistency of the program.

8. A representative from the Department of Alcoholic Beverage Control will attempt to attend each meeting (student, parent, and core group committee). In addition, a representative from the Department of Alcoholic Beverage Control will attempt to be present to assist the day of the crash, chaperone, and attend the assembly.

9. Contractor agrees to recognize the Department of Alcoholic Beverage Control and the California Office of Traffic Safety as key sponsors of the *Every 15 Minutes* program during press releases and on miscellaneous promotional materials, such as banners.

10. Contractor agrees to use the *Every 15 Minutes* banner provided by the Department of Alcoholic Beverage Control during the two-day event. Contractor agrees the banner will remain the property of the Department of Alcoholic Beverage Control and will be returned, without delay, upon completion of the program.

11. Contractor understands the following costs are generally eligible for reimbursement:

    - Promotional items bearing the standard *Every 15 Minutes* "heartbeat" logo, **and/or** the Department of Alcoholic Beverage Control logo, **along with** the Office of Traffic Safety logo.

    - Items including the above logo(s) such as, but not limited to, key chains, dog tags, rulers, pencils, balloons, banners, coffee cups, posters, bumper stickers, tee-shirts, sweatshirts, hats, stationery, exhibits.

      It is understood that if only one of the three logos is used; the logo shall be the *Every 15 Minutes* "heartbeat" logo.

    - Materials and supplies necessary to implement the *Every 15 Minutes* program, including but not limited to, film, video tapes, stamps, paper, printing, reproduction, rental of sound/audio/video equipment and materials required to produce items, such as videos, obituaries, headstones, and other related items.

12. Contractor understands in order to be eligible for reimbursement, costs incurred and claimed must meet the following criteria:

    - Be necessary and reasonable for proper implementation of the project.

    - Not result in a profit or other increment to contracting agency.

- Be incurred after the effective date of the project and on or before the project termination date.

13. Contractor agrees additional costs may be allowable upon prior written approval from the Department of Alcoholic Beverage Control and Office of Traffic Safety. If a questionable cost may be incurred, contractor agrees to contact the Department of Alcoholic Beverage Control, **in writing,** requesting prior approval for an expenditure.

14. Only the costs as denoted above are authorized for reimbursement by the Department of Alcoholic Beverage Control to Contractor under this agreement. Any other costs incurred by Contractor in the performance of this agreement are the sole responsibility of Contractor.

15. All items to be purchased under this agreement are considered expendable and title to those items are vested to the local agency. No inventory controls are required except reporting of what was actually purchased. No non-expendable items are authorized for purchase under this agreement.

16. Contractor understands the following costs are **not eligible** for reimbursement:

    - Cost of amusement, social activities, meals, beverages, lodging, and transportation.
    - Cost of billboard space, radio/television air time, and newspaper/magazine advertisement for program-related messages and activities.
    - Cost of contracting motivational speakers and/or organizers.
    - Fundraising expenses.
    - Scholarships.
    - Salary and/or overtime.

    This project is a community based effort, encouraging members of the community to volunteer time, service, and resources for the common goal of educating youth.

17. The Department of Alcoholic Beverage Control may delete from Contractor's invoice any amount claimed by Contractor if the Department determines the expense to be inappropriate or excessive or violates any other provisions of this agreement.

18. Contractor agrees to refund to the Department of Alcoholic Beverage Control any amounts claimed for reimbursement and paid to Contractor which are later disallowed by the Department of Alcoholic Beverage Control, or other office auditor, after audit or inspection of records maintained by the Contractor.

19. Payment of approved reimbursable costs shall be on a one-time basis in arrears. Invoices shall be submitted in duplicate. Payment shall be made within 60 days of the Department of Alcoholic Beverage Control's approval of invoices, however, no late payment or interest penalties are applicable to payments not made within this time period.

20. Contractor agrees to maintain all records and other evidence pertaining to costs incurred and work performed thereunder, and shall make them available at the Contractor's California office during the contract period, and thereafter for a period of three years from the date of receipt of final payment of federal funds.

21. If Contractor accepts donations from ABC licensed establishments, liquor wholesalers, distributors, or manufacturers, no display of such alcoholic logo or brand identification is acceptable.

22. The Contractor shall assign no less than two students of the High School Student Body to program committees for participation in the organization and planning of the *Every 15 Minutes* program at the subject school.

23. Prior to the scheduled event date, contractor shall provide to the Department of Alcoholic Beverage Control a list of all dignitaries (names, titles, address) who are invited to attend the crash and/or assembly.

24. Prior to event date, contractor shall supply to the Department of Alcoholic Beverage Control a list of student participants (names and mailing address) in order for the Department of Alcoholic Beverage Control to send out a six month follow-up survey form.

25. Contractor agrees to distribute the evaluation materials (Exhibit A, A1, B, B1, and C) to participating students and their respective parent/guardian as directed on each of the evaluations. Contractor further agrees to collect the completed evaluations and submit them to the Department of Alcoholic Beverage Control. **The evaluations must be received prior to reimbursement for reimbursable expenses incurred by contractor under the provisions of this contract.**

    - Exhibit A: Student Pre-Test Survey - To be submitted to Department of Alcoholic Beverage Control prior to commencement of the program on Day 1.
    - Exhibit A1: Parents Pre-Test Survey - To be submitted to Department of Alcoholic Beverage Control prior to commencement of the program on Day 1.
    - Exhibit B: Student Post-Test Survey - To be submitted with final report.
    - Exhibit B1: Parent Post-Test Survey - To be submitted with final report.
    - Exhibit C: Student Evaluation - To be submitted with final report.
    - Exhibit C1: Parent Evaluation - To be submitted with final report.

26. Contractor shall furnish a final report package to the Department of Alcoholic Beverage Control within **30 days** after completion of the *Every 15 Minutes* program. The package shall consist of:

    - Exhibit D (Agency/Contractor Evaluation)
    - Exhibit E (Agency Contract Claim For Reimbursement)
    - Copies of all invoices/receipts.

- Additional materials, including but not limited to, a copy of any videos related to this project, copies of newspaper articles, samples of promotional items, and program announcements.

- A final report consisting of a general overview of the program from planning stages through debriefing and a final conclusion.

- Exhibits B, B1, C, and C1, as outlined in item #25 above.

The reimbursement packet will be considered incomplete if all requested documents and materials are not submitted concurrently. Contractor understands untimely submission of reimbursement claims may result in loss or reduction of grant funding.

27. All invoices and correspondence are to be mailed in accordance with the applicable instructions. Costs incidental to the report's preparation or delivery that are incurred subsequent to the termination date of the project are not allowable.

28. Contractor shall not be authorized to copyright the final report, any papers, interim reports, forms, or other material which is a part of the work under the contract, without the **prior** written approval from the Department of Alcoholic Beverage Control and the Office of Traffic Safety.

29. Contractor shall not assign or transfer interest in this contract without the **prior** written consent of the Department of Alcoholic Beverage Control and the Office of Traffic Safety.

30. It is mutually understood and agreed that no alteration or variation of the terms of this contract shall be valid unless made in writing, signed by the parties hereto, and approved by all necessary parties.

31. The attached Std. 21 "Drug-Free Workplace Certification", consisting of one page and bearing Contractor's name and contract number, are hereby incorporated into this agreement by this reference.

32. The attached Std. 17A "Nondiscrimination Clause", consisting of one page and bearing Contractor's name and contract number, are hereby incorporated into this agreement by this reference.

33. The Contractor will permit access to books, records, and accounts by the State, the Federal Highway Administration, and/or the National Highway Traffic Safety Administration for purposes of investigation to ascertain compliance with this Nondiscrimination Clause.

34. In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract, this contract may be canceled, terminated, or suspended in whole or in part.

"Every 15 Minutes " Program Grant Budget

The State of California-Office of Alcohol Beverage Control has awarded the San Francisco Police Department-Juvenile Division $4,000.00 for the following promotional expenditures to implement the "Every 15 Minutes" program.

Water Bottles with "Every 15 Minutes" logo
T-shirts with "Every 15 Minutes" Logo
Printed material

$4,000.00

File No. 992014 Committee Item No. 3
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST*

Committee Housing and Social Policy **Date** 2/1/00

Board of Supervisors Meeting **Date** _____

Cmte	Board	
☐	☐	Motion
☐	☐	Resolution
☐	☐	Ordinance
☐	☐	Legislative Digest
☐	☐	Budget Analyst Report
☐	☐	Legislative Analyst Report
☐	☐	Department/Agency Cover Letter and/or Report
☐	☐	Public Correspondence
☐	☐	Exceeds 20 pages; see file to review
☐	☐	Sent to Board in advance of agenda preparation; available for review at reception desk, City Hall, Room 244
☒	☐	Other

- Introduction Form
- _____
- _____
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(Use back side if additional space is needed)

Late Agenda Items (documents received too late for distribution to the Committee Members)

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Completed by: Gail Johnson Date 1/28/00
Date _____

*This list reflects the explanatory documents provided

INTRODUCTION FORM

By a member of the Board of Supervisors or the Mayor

99 OCT 25 AM 10: 25

Time Stamp or Meeting Date

I hereby submit the following item for introduction:

_____ 1. For reference to Committee:
An ordinance, resolution, motion, or charter amendment.
_____ 2. Request for next printed agenda without reference to Committee
__X__ 3. Request for Committee hearing on a subject matter.
_____ 4. Request for letter beginning "Supervisor _____ inquires…".
_____ 5. City Attorney request.
_____ 6. Call file from Committee.
_____ 7. Budget Analyst request (by motion).
_____ 8. Legislative Analyst request.

[Note: For the Imperative Agenda (a resolution not on the printed agenda, use a different form.]

Sponsor(s): Supervisor Leno, Ammiano, Katz, Brown

SUBJECT: REQUEST FOR A HEARING TO CONSIDER POLICE SENSITIVITY TRAINING REGARDING THE TRANSGENDER COMMUNITY FOR ALL MEMBERS OF THE POLICE DEPARTMENT (IN ADDITION TO RECRUITS) AND THE ESTABLISHMENT OF TRANSGENDER PROTOCOLS FOR THE SAN FRANCISCO POLICE DEPARTMENT.

The text is listed attached:

Signature of Sponsoring Supervisor: Mark Leno

For Clerk's Use Only:

992014

File No. 992157 Committee Item No. 4
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST*

Committee Housing and Social Policy **Date** 2/1/00

Board of Supervisors Meeting **Date** _____

Cmte	Board	
☐	☐	Motion
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Completed by: Gail Johnson Date 1/28/00
Date _____

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FILE NO. 992157 RESOLUTION NO. _____

[Transgender Civil Rights Implementation Task Force]

RESOLUTION ESTABLISHING THE TRANSGENDER CIVIL RIGHTS IMPLEMENTATION TASK FORCE TO MAKE RECOMMENDATIONS TO THE MAYOR AND THE BOARD OF SUPERVISORS AND SETTING FORTH THE MEMBERSHIP AND DUTIES OF THE TASK FORCE.

WHEREAS, In 1994 the Human Rights Commission held a hearing on discrimination against the transgender community and issued a report with findings and recommendations; and,

WHEREAS, Since 1994 there has been some progress made to address these recommendations, most notably the addition of "gender identity" as a protected class to the City's anti-discrimination ordinance; and,

WHEREAS, The majority of the recommendations from the HRC report have not been implemented by city departments and the private sector; and,

WHEREAS, Complaints to the Human Rights Commission, to the Department of Human Resources and to the Office of Citizen Complaints have been filed by the transgender community consistently and this shows that civil rights abuses continue to occur on a Citywide basis for the transgender community; and,

WHEREAS, Members of the community have reported abuses particularly in the areas of employment, hate violence, the relationship between the community and law enforcement, housing, public accommodations and medical provision; and,

WHEREAS, Due to the high number of civil rights abuses, and in recognition of the report by the HRC, significant systemic changes need to occur within San Francisco City Departments and the private sector, and a coordinated community outreach effort needs to be implemented in order to resolve these issues; and,

WHEREAS, Due to the extensive number of previous reports, studies and recommendations, the emphasis of new actions should be placed on implementation rather than investigation; now, therefore, be it

RESOLVED, That the Board of Supervisors of the City and County of San Francisco hereby establishes a Transgender Civil Rights Implementation Task Force that will develop systemic policy recommendations to implement Citywide change in six areas, including:

A) Employment

including, but not limited to

- Private employers within San Francisco should be made aware of the City's non-discrimination ordinance which includes protection on the basis of "gender-identity." They and business support organizations such as the Chamber of Commerce should provide sensitivity trainings, institute hiring outreach to the transgendered community by advertising in local transgender community publications, and ensure that their transgendered employees, customers and clients are treated with respect.
- The Department of Human Resources should ensure that its investigators are trained in transgender issues, publicize to City and County employees the rights of transgendered persons, and ensure that transgendered persons are not disqualified from employment, or discriminated against by any City agency, based upon transgender status or identity, or upon perceived transgender status or identity.
- Employees of the City and County of San Francisco should be made to understand that discrimination against transgendered people is grounds for disciplinary action.
- Arbitrary gender-specific dress codes should not be imposed where they are not necessary. In such instances in which there is a reasonable requirement for a dress code or for specific gender separation in facilities then reasonable accommodations should be

made so that the transgendered person's dignity and privacy are preserved, and the concerns of others are also considered.

B) Hate violence

including, but not limited to

- The City and County of San Francisco should budget for a position with the Human Rights Commission for the purpose of coordinating education and investigating and mediating claims. Outreach should be done to the transgender community in the hiring process for this position to ensure that transgendered applicants are considered.
- The District Attorney should consider an increased budget for community agencies which address hate violence against the transgender community to enable the administrators of those agencies to hire additional staff to provide outreach, education and client services involving transgendered persons as well as legal support for discrimination lawsuits.

C) Community relations with Law Enforcement

including, but not limited to

- The San Francisco Police and Sheriff's Departments should conduct sensitivity training for all personnel, not just new recruits, to ensure that transgendered persons are treated with respect, that their complaints are taken seriously and acted upon with reasonable dispatch, and if a transgendered person is detained or incarcerated, he or she should be housed in a manner which is consistent with the individual's gender identity. His or her prescribed medication should be provided in these instances, and if the transgendered person's safety is compromised or at risk, he or she should be immediately protected and not subjected to any physical or psychological harm perpetuated by other inmates or

officers. Transgendered persons should have the right to be placed in protective custody upon request.

- The San Francisco Police and Sheriff's Departments should use terminology that is appropriate to an individual's gender identity on departmental forms and police reports, and refrain from insulting or compromising the privacy and dignity of persons who may have physical anomalies.

D) Housing

including, but not limited to

- The Department of Human Services should conduct transgender sensitivity training for its personnel to ensure that transgendered persons are treated with respect, that their complaints are taken seriously and acted upon with reasonable dispatch, that their fitness as parents is not judged solely on the basis of prejudice against transgendered persons, and that transgendered clients do not endure physical or psychological abuse in the process of obtaining services.

E) Public accommodation/social services

including, but not limited to

- The City and County of San Francisco should conduct sensitivity training for its employees to demystify the subject of transgender experience and prepare both management and front-line employees to appropriately handle situations that may arise involving transgendered persons or the reactions of others to them
- Employers, businesses and public agencies should not restrict the access of transgendered persons to public restroom facilities that are appropriate to the person's gender identity.

- The administrators of homeless shelters, battered women's shelters, substance abuse treatment programs, rape crisis centers, and other providers of social services in San Francisco should ensure that their staff is trained in transgender sensitivity, that their program eliminates forced disclosure of transgender status as a requirement for receipt of services, and ensure that transgendered persons are not disqualified from receiving services based upon transgender status or identity, or upon perceived transgender status or identity.
- Professionals serving transgendered persons should be held to their professional ethics. It may be appropriate to avoid transgendered clients because of lack of expertise, but it is discrimination to avoid them because of aversion to their condition. Furthermore, confidentiality agreements with transgendered individuals and attorneys, insurance companies, physicians, therapists, counselors, social service agencies, etc., are extremely important to uphold. Persons who are privy to confidential information of a client or patient who is a transgendered person could use such information in ways that could be highly damaging to the individual.

F) Medical provision

including, but not limited to

- The Department of Public Health should conduct transgender sensitivity training for all personnel to ensure that transgendered persons are treated with respect and dignity, that their complaints are taken seriously and acted upon with reasonable dispatch, that their physical health needs are not overlooked due to prejudice against transgendered persons, and that transgendered clients and patients do not endure physical or psychological abuse in the process of obtaining services.

- Medical service providers, including hospitals, clinics and private practitioners, should ensure that they and their support staff are adequately trained to handle transgendered patients, to protect their health, and to ensure that their programs eliminate all unnecessary forced disclosure of transgender status as a requirement of receipt of services, to ensure that transgendered persons are not disqualified from receiving services based upon transgender status or identity, or upon perceived transgender status or identity, and to ensure that transgendered persons are treated with dignity and respect regardless of what surgery or treatments they have had or have not had.
- The Department of Public Health and all other medical service providers should refrain from treating transgendered patients and clients as if they are "on display" or otherwise objectify them or subject them to dehumanizing treatment, preserving the client or patient's dignity, privacy and confidentiality, and that they also require employees and contractors to comply with this non-discrimination policy.
- Insurance companies should acknowledge that transexualism is a medical condition for which medical treatment is warranted and for which insurance coverage should be available. The Health Services System Board should modify the City Plan to cover transsexual treatment and procedures in order to serve as a model for other insurance carriers.
- While transgendered persons should not be recognized as disabled, if a transgender person does become disabled, for example, as a result of transsexual related treatment or procedures, or for any other reason, that treatment for the resulting condition should be covered under the Americans with Disabilities Act, and the City should lobby Congress and the State Legislature to amend Federal and State disability laws accordingly.
- Transgendered persons should not have to be certified by medical, psychological, or oth service providers in order to enjoy the rights and privileges of society; and, be it

FURTHER RESOLVED, That the task force shall be formed in January 2000 and will hold meetings at least once a month, and will make four quarterly reports over its first year with its first three month report addressing hate violence and community relations with law enforcement, its second three month report addressing employment, its third three month report addressing housing and public accommodations and its fourth three month report addressing medical provision. After one year and four reports, the task force will review its work for the year and create a work schedule for its second year to complete unfinished work of the first cycle, and address new topics that have surfaced; and, be it

FURTHER RESOLVED, That the quarterly reports are intended to create structure for the task force and may be delayed beyond any three month period if the Task Force finds an extension desirable; and, be it

FURTHER RESOLVED, That during each quarter of the first year, City Departments and community agencies will be invited to participate in an advisory role to the Task Force in order to provide consultation on issues of focus during the quarter, but these participants will serve only in an advisory capacity, and will not be members of the Task Force; and, be it

FURTHER RESOLVED, That after two full years the task force will issue a final comprehensive report on the six mentioned areas of focus, as well as additional areas of focus identified in year two, as well as any recommendations that are broadly appropriate to all of the areas of focus; and, be it

FURTHER RESOLVED, After two full years, the Task Force shall expire, unless it is renewed by the Board of Supervisors for a time determined at that point; and, be it

FURTHER RESOLVED, That the Task Force shall be composed of no more than 11 transgender community members appointed by the Board of Supervisors, no more than 3 transgender community members appointed by the Mayor, and no more than 3 transgender

community members appointed by the Human Rights Commission, and all appointed members shall serve at the pleasure of their appointing authorities; and, be it

FURTHER RESOLVED, That appointments made by the Board of Supervisors, the Mayor and the Human Rights Commission should represent the diversity of the transgender community; and, be it

FURTHER RESOLVED, That any member of the Task Force who misses two consecutive meetings of the Task Force without prior notification, or a total of four Task Force meetings regardless of notification shall be deemed to have resigned from the Task Force.

File No. 000113 Committee Item No. 5
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST*

Committee Housing and Social Policy **Date** 2/1/00

Board of Supervisors Meeting **Date** _____

Cmte	Board	
☐	☐	Motion
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Completed by: Gail Johnson Date 1/28/00
Date _____

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FILE NO. 000113 RESOLUTION NO.

[Resolution declaring the City and County of San Francsico a "City of Refuge"]

RESOLUTION DELCARING THE CITY AND COUNTY OF SAN FRANCISCO A "CITY OF REFUGE" FOR BI-NATIONAL SAME SEX COUPLES

WHEREAS, the principle of "family unification" is a sacred cornerstone of United States immigration law, holding that US citizens are entitled to sponsor their closest family members for immigration into the US; and,

WHEREAS, lesbian and gay Americans are now cruelly prevented from sponsoring their foreign partners for immigration into the US, and are therefore excluded from the benefits of the "family unification" principle; and,

WHEREAS, the United States has international peers, some of the world's strongest democracies, such as Australia, Belgium, Canada, Denmark, Finland, France, Iceland, The Netherlands, New Zealand, Norway, South Africa, Sweden, and the United Kingdom, all of which recognize the rights of their citizens to sponsor same sex partners for immigration; and,

WHEREAS, the Vermont Supreme Court ruled in December, 1999 that same sex couples must be accorded the same legal protections and benefits currently enjoyed by heterosexual couples; and,

WHEREAS, American courts have repeatedly held that laws are to apply equally to every citizen, and yet different sex marriage is accorded over 1000 benefits under federal laws and same sex marriage is accorded none; and,

WHEREAS, as a consequence of this discrimination, thousands of same sex couples are forced apart or live in a state of constant fear of deportation, even if they are raising

Katz, Kaufman, Leno, Ammiano, Brown, Becerril, Bierman, Teng, Yaki, Newsom, Yee

children together, own property together, or have been together for decades in relationships acknowledged by their peers and community; and,

WHEREAS, hundreds of claims for US asylum based on sexual orientation have been granted since it became an option in 1994, making clear the real dangers some gay/lesbian individuals face in their home countries; and,

WHEREAS, the Attorney General of the State of California, relying on the 9th Circuit Court of Appeals decision in Gonzalez vs City of Peoria, has determined that the civil enforcement of immigration law is within the exclusive jurisdiction of the federal government, and further concluded that local and state officials "have no duty to report to the Immigration and Naturalization Service knowledge they might have" about a person's immigration status, and further, that their failure to do so does not constitute any failure to obey local, state and federal law; now, therefore, be it

RESOLVED, The San Francisco Board of Supervisors declares that the City and County of San Francisco a "City of Refuge" for same sex binational couples; and be it

FURTHER RESOLVED, that the City and County of San Francisco requests the State Department recommend that the Immigration and Naturalization Service grant same sex couples the same immigration rights and responsibilities accorded heterosexual couples; and be it

FURTHER RESOLVED, the City and County of San Francisco finds that immigration policy is a matter of federal jurisdiction; that therefore federal employees, not City employees, are responsible for its implementation; and be it

FURTHER RESOLVED, that the City and County of San Francisco urges the Mayor, and the City Administrator, to advise the commissions and departments under their

respective jurisdictions of this fact of law; and that City Departments and employees shall not jeopardize the well-being of any same sex couple living in San Francisco by acting in a way that may cause the deportation of a foreign partner unjustly excluded from the family reunification benefits of US immigration law; and be it

FURTHER RESOLVED, that the City and County of San Francisco affirms its support of a change in federal immigration law to recognize the rights of same sex binational couples; and be it

FURTHER RESOLVED, that copies of this resolution be sent to the California Congressional delegation, the Commissioner of the Immigration and Naturalization Service, the State Department and the President of the United States.

File No. 000037 Committee Item No. 6
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST*

Committee Housing and Social Policy **Date** 2/1/00

Board of Supervisors Meeting **Date** _____

Cmte	Board	
☐	☐	Motion
☐	☐	Resolution
☐	☐	Ordinance
☐	☐	Legislative Digest
☐	☐	Budget Analyst Report
☐	☐	Legislative Analyst Report
☐	☐	Department/Agency Cover Letter and/or Report
☐	☐	Public Correspondence
☐	☐	Exceeds 20 pages; see file to review
☐	☐	Sent to Board in advance of agenda preparation; available for review at reception desk, City Hall, Room 244
☒	☐	Other

- Introduction Form
- _____
- _____
- _____
- _____

(Use back side if additional space is needed)

Late Agenda Items (documents received too late for distribution to the Committee Members)

- _____
- _____
- _____
- _____

Completed by: Gail Johnson Date 1/28/00
Date _____

*This list reflects the explanatory documents provided

INTRODUCTION FORM

By a member of the Board of Supervisors or the Mayor

Time Stamp or Meeting Date

I hereby submit the following item for introduction:

_____ 1. For reference to Committee:
An ordinance, resolution, motion, or charter amendment.
___ 2. Request for next printed agenda without reference to Committee
_X__ 3. Request for Committee hearing on a subject matter.
_____ 4. Request for letter beginning "Supervisor _____ inquires…".
_____ 5. City Attorney request.
_____ 6. Call file from Committee.
_____ 7. Budget Analyst request (by motion).
_____ 8. Legislative Analyst request.

[Note: For the Imperative Agenda (a resolution not on the printed agenda, use a different form.]

Sponsor(s): Supervisor Newsom

SUBJECT: The City's SRO MOU and Master Lease Hotel Programs

The text is listed below or attached:

A hearing in the Small Business and Economic Vitality Committee to examine the City's SRO MOU and Master Lease Hotel Programs.

Anticipated speakers include: Members of appropriate City Departments, particularly the Department of Building Inspection, residential hotel owners, SRO advocates and community members.

Hoped for outcome: To determine if these two programs are providing people with adequate housing.

Signature of Sponsoring Supervisor: _____

For Clerk's Use Only:

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

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February 15, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

AGENDA CHANGES

REGULAR AGENDA

1. 000174 **[Continuing grant from the State Office of Criminal Justice Planning to fund one prosecutor (existing attorney position) to handle cases of domestic violence, sexual assault and stalking against elderly women]**

Resolution authorizing the District Attorney of the City and County of San Francisco to retroactively apply for, accept and expend funds made available through the Office of Criminal Justice Planning for a project entitled "Violence Against Women Vertical Prosecution - Elder Abuse" and waiving indirect costs due to funding constraints. (District Attorney)

1/25/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 991827 **[Color Tires]**

Supervisors Teng, Yaki, Kaufman, Ammiano, Bierman, Becerril, Katz, Leno

Ordinance amending Police Code by adding Article 42A (Sections 4200A.1 through 4200A.4) prohibiting the sale of tires with colored treads and making manufacturers strictly liable for costs related to the clean-up of graffiti caused by tires with colored treads.

(Adds Sections 4200A.1 through 4200A.4.)

9/27/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 10/27/1999.

Fax Posted 2/10/00
DOCUMENTS DEPT

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3. 000151 **[Pedestrian Decoy Program]**

Supervisors Katz, Leno, Teng

Resolution urging the San Francisco Police Department and the Department of Parking and Traffic to establish a pedestrian decoy program to reduce the number of violations of pedestrian's right-of-way and decrease the number of pedestrian injuries and fatalities.

1/24/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

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LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

000150 **[Children and Families Commission]**

Supervisor Teng

Ordinance amending Administrative Code Section 86.2 to authorize the San Francisco Children and Families Commission to communicate its position on federal, state and local legislation affecting young children to the Mayor, the Board of Supervisors and State and Federal legislative bodies provided that the Commission's position does not conflict with any official position taken by the City and County.

Amends Section 86.2.)

1/24/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 2/23/2000.

000197 **[Restricting sale of ultracompact firearms]**

Supervisors Becerril, Bierman

Ordinance amending Police Code Section 613.1 to define the term "ultracompact firearm", amending Section 613.10 to provide that, with specified exceptions, the sale, lease or other transfer of an ultracompact firearm by a licensed firearm dealer is a violation of the dealer's license and adding a new Section 613.10-2 to prohibit, with specified exemptions, the sale, lease or other transfer of ultracompact firearms by licensed firearm dealers.

(Amends Sections 613.1 and 613.10; adds Section 613.10-2.)

1/31/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 3/1/2000.

Meeting Procedures

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Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Rachel Arnstine-O'Hara by mail to Administrative Services, 1 Dr. Carlton B. Goodlett Place, Room 362, by phone at (415) 554-6171, by fax at (415) 554-6177 or by email at Rachel_ArnstineO'Hara@ci.sf.ca.us
Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Arnstine-O'Hara or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

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BOARD OF SUPERVISORS
BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

February 11, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: February 15, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 00-0174

Department:	District Attorney
Item:	Resolution authorizing the District Attorney to retroactively apply for, accept and expend grant funds in the amount of $108,812 made available through the State Office of Criminal Justice Planning for a continuing project entitled "Violence Against Women Vertical Prosecution – Elder Abuse" and waving indirect costs.
Grant Amount:	$108,812
Grant Period:	March 1, 2000 through February 28, 2001 (one year)
Source of Funds:	State of California Office of Criminal Justice Planning, through the Violence Against Women Act
Program:	Violence Against Women Vertical Prosecution – Elder Abuse
Description:	Since March 1, 1998, the District Attorney's Office has received 3 grants, for a combined total of $328,922, from the State of California Office of Criminal Justice Planning

(OCJP) to fund the Violence Against Women Vertical Prosecution – Elder Abuse Program. This resolution would authorize the District Attorney to accept and expend continued grant funds in the amount of $108,812.

The purpose of the Violence Against Women Vertical Prosecution – Elder Abuse Program is to investigate and vertically prosecute cases of violence, domestic violence, and sexual assault against elderly women and other women particularly vulnerable to abuse. Vertical prosecution means that one attorney in the District Attorney's Office is assigned to a case from the time the case is filed until its disposition, rather than assigning a new attorney to the case each time it enters a new phase of the criminal justice process (e.g., sentencing, probation, etc.). According to Teresa Serata of the District Attorney's Office, the program has been operating since March of 1998.

The proposed $108,812 grant, plus $36,270 in required matching funds for a total of $145,082, would enable the District Attorney to use existing staff for one year (March 1, 2000 to February 28, 2001) to handle egregious cases of domestic violence, sexual assault, and stalking against elderly women and other particularly vulnerable victims. The subject grant would allow the District Attorney to dedicate one specialized prosecutor (0.95 FTE) to the most serious and time-consuming cases. This prosecutor would handle approximately one-third fewer cases than those attorneys now handling vertical prosecutions, in order to gain the additional time needed to vertically prosecute more complicated cases. (The prosecutor would have a caseload of no more than 60 cases per year, compared to current vertical caseloads in the Domestic Violence Unit averaging 90 to 100 cases each year.)

The required matching funds would fund an investigator (FTE 0.10), who would manage a reduced caseload (two-thirds of an average investigator's caseload) in order to allow for more thorough case investigations. The remaining monies would be used to fund positions that support the vertical prosecutions: a Head Attorney (FTE 0.10) and a grants manager (FTE 0.20).

Budget: The proposed budget of $145,082 ($108,812 grant funds, plus $36,270 required match contribution) is as follows:

Personnel	
8178 Senior Attorney (0.95 FTE)	$88,628
8132 Grants Manager (0.20 FTE)	10,010
8146 Investigator (0.10 FTE)	6,807
8182 Head Attorney (0.10 FTE)	12,328
Subtotal	$117,773
Fringe (21 percent)	24,354
Total Personnel	$142,127
Operating Expenses	
Telephone & Pager	500
Supplies	250
Photocopies	300
Postage	19
Reproduction	25
Other Materials & Supplies	223
Travel/Training (See Comment No.2)	550
Total Operating	$1,867
Audit Costs	1,088
Indirect Costs (See Comment No.4)	---
TOTAL BUDGET:	**$145,082**

Required Match: $36,270, or 25 percent of the total $145,082 project budget. (See Comment No.3)

Indirect Costs: Indirect Costs would be waived. (See Comment No.4)

Comments: 1. According to Ms. Serata, the District Attorney has already applied for the subject grant, but has not yet accepted or expended any grant funds.

2. According to Ms. Serata, the funds allocated for Travel and Training will be used to send the prosecutor funded by the subject grant to a training session required by the funder. The training will address violence against women, including violence against women particularly vulnerable to abuse. The Travel and Training Costs listed in the above budget include:

Travel and Training Costs	
Registration	$200
Per diem ($46 x 2 days)	92
Mileage (250 miles x $0.31/mile)	78
Hotel	180
Total Travel/Training Costs	**$550**

3. According to Ms. Serata, the subject grant's required matching funds of $36,270 are provided for in the District Attorney's annual budget.

4. The District Attorney requests that indirect costs be waived in order that all grant funds be applied to direct program costs.

5. The Attachment to this report is a Grant Application Information Form, provided by the District Attorney.

6. The District Attorney has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

Recommendation: Approve the proposed resolution.

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn: Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: District Attorney's Office
2. Contract Persons: Teresa Serata, Director of Finance & Administration Telephone: 553-1895
3. Project Title: Violence Against Women Vertical Prosecution - Elder Abuse
4. Grant Source Agency: Office of Criminal Justice Planning
5. Type of Funds: ___ Federal _x_ Federal-State(Pass-Through) State ___ Local ___ Private _____
6. Proposed (New/Continuation) Grant Project Summary:

   This existing grant from the State Office of Criminal Justice Planning (OCJP) will enable the department to dedicate a specialized prosecutor to handle egregious cases of domestic violence, sexual assault, and stalking perpetrated against elderly women and other particularly vulnerable victims.

7. Amount of Grant Funding Applied for: $108,312
8. Maximum Funding Amount Available: $108,312
9. Required Matching Funds? Yes: _x_ No: ___ Cash or In-kind? Cash

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:
   536, 270 - General Fund
10. Number of new positions created and funded: 0.95 (grant) ; 0.40 (match) Existing Positions
11. If new positions are created, explain the disposition of employees once the grant ends?

    One existing attorney position is funded by this grant. No new positions are created.

12. Are indirect costs eligible costs for this grant? Yes: _____ No: X

If yes, please identify the amount of $ in indirect costs? Indirect costs waived due to funding constraints.

13. Amount to be spent on contractual services: 0

14. a.) Will contractual services be put out to bid? N/A

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? _____

15. Is this likely to be a one-time or going requests for contracting out? N/A

16. Term of Grant: Start-Date: March 1, 2000 End-Date: February 28, 2001

17. Date Department Notified of Available Funds: December 6, 1999

18. Grant Application Due Date: January 10, 2000

19 Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriation legislation):

The VAW-VP grant supports vertical prosecution of crimes against women, including domestic violence, sexual assault and stalking.

Crimes against elderly women and other particularly vulnerable victims are particularly egregious and devastating for the victims. Nowhere is this more so than in cases of domestic violence, sexual assault and stalk The impact of these crimes against the elderly is made more acute and complex when the victim is a woman of recent immigrant, or limited English speaker. These cases require consistent follow-up and strong victim supp A specialized prosecutor is able to provide the expertise and consistency needed to maintain supportive relation with victims and to obtain improved convictions.

20. Department Head Approval: Terence Hallinan (Name) District Attorney (Title)

Terence Hallinan (Signature)

Item 2 – File 99-1827

Department: Police Department
Department of Public Works (DPW)

Item: Ordinance amending Chapter VII, Part 2 of the San Francisco Municipal Code (Police Code) by adding Article 42A to prohibit the sale in San Francisco of tires with colored treads and to make manufacturers of tires with colored treads "strictly liable" for costs related to the clean-up of colored skid marks on City-owned and private property. Mr. Mario Kashou of the City Attorney's Office states that strict liability is a legal term referring to when a manufacturer of a certain product is presumed to be liable for any costs or damages resulting from the intended use of such a product.

Description: On August 1, 1999, B.F. Goodrich Tires, Inc., a private tire manufacturer, began producing and selling a tire with colored treads called "the Scorcher." This tire allows drivers to leave colored skid marks on pavement after "burning out."

According to Mr. John Busher of the Department of Public Works (DPW), when colored skid marks are left on City property, the City is burdened with the costs related to cleaning up the graffiti-like skid marks. In addition, Officer Sherman Ackerson of the Police Department advises that leaving skid marks by means of "burning out" encourages unsafe driving.

The proposed ordinance would amend Chapter VII, Part 2 of the San Francisco Municipal Code (Police Code) by adding Article 42A, a new article. Article 42A would:

- Prohibit the sale in San Francisco of tires with colored treads.

- Make manufacturers of tires with colored treads strictly liable for costs related to the clean up of colored skid marks left on City-owned and private property. Mr. Kashou states that under the proposed ordinance, retail businesses that sell tires with colored

treads would not be "strictly liable" for any of the City's clean up costs associated with the tires with colored treads. However, according to Mr. Kashou, the City may currently initiate a civil action against such retail businesses to attempt to recover the City's clean up costs associated with the tires with colored treads. In addition, according to the proposed ordinance, any person, including retail business owners, who sells tires in San Francisco with colored treads would be guilty of a misdemeanor punishable by a fine not to exceed $1,000, by imprisonment not to exceed 6 months or by both.

According to Mr. Kashou, if the proposed ordinance is approved, manufacturers of tires with colored treads would be responsible for the costs of removing colored skid marks left on City-owned and private property in San Francisco. Currently, only persons (and not the manufacturers who produce the tires with colored treads or the retail businesses that sell such tires) whose vehicle leaves colored skid marks on City and private property are responsible for the costs of removing such skid marks, according to Mr. Kashou.

Comments:

1. Mr. Busher is unable to estimate the costs of cleaning up colored skid marks because those costs depend on the number of incidents wherein drivers leave such skid marks on City property and such data is not presently available. However, Mr. Busher states that as of the writing of this report, the Department has not identified any colored skid marks in San Francisco. According to Mr. Busher, if colored skid marks were left on City-owned property in San Francisco, each hour of DPW time spent cleaning up such skid marks would cost approximately $100. Mr. Busher advises that barring a future wave of colored skid mark incidents in the City, the DPW does not anticipate requesting additional budgeted funds to clean up colored skid marks left on City property.

2. Captain Alex Fagan of the Police Department reports that the proposed prohibition on the sale in San Francisco of tires with colored treads may result in requests for compliance investigations filed with the Police Department. However, Captain Fagan estimates that the

costs associated with such investigations will have a minimal fiscal impact on the Police Department budget.

3. According to Mr. Kashou, the City may legally place 100 percent of the liability for the City's costs to remove colored skid marks on City-owned property, resulting from the treads of colored tires, on the companies that manufacture such tires. As noted above, the City may currently initiate a civil action against retail business owners who sell tires with colored treads to attempt to recover the City's clean up costs associated with the tires with colored treads. In addition, under the proposed ordinance, such retail business owners would be fined with a maximum of $1,000 and/or imprisoned for a maximum of 6 months, but would not be "strictly liable" for any of the City's clean up costs associated with the tires with colored treads. Mr. Kashou is unable to estimate the legal costs of the City Attorney's Office to litigate the proposed ordinance because those costs would depend on the number of cases filed by the City against the manufacturers of tires with colored treads. However, Mr. Kashou states that the City Attorney's Office expects to use existing departmental resources to litigate the above-noted cases and does not anticipate requesting additional budgeted funds.

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, March 07, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

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1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
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DOCUMENTS DEPT.

MAR - 7 2000

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Fax Posted 3/3/00

AGENDA CHANGES

REGULAR AGENDA

1. 000336 **[Grant funds to support the Juvenile Justice Action Plan]**
Supervisor Yaki
Resolution authorizing the Mayor's Criminal Justice Council to accept and expend a grant in the amount of $474,961 from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP), to support the implementation of the comprehensive effort to reform the City and County of San Francisco's Juvenile Justice System.
2/22/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 000337 **[Bill and Melinda Gates Grant Funds]**
Supervisor Becerril
Resolution authorizing the Public Library to retroactively accept and expend grants in the amount of $262,900 from the Bill and Melinda Gates Foundation to purchase computer equipment for 15 neighborhood branch libraries and to equip a public access training lab in the main library.
2/22/00, RECEIVED AND ASSIGNED to Transportation and Land Use Committee.
2/24/00, TRANSFERRED to Housing and Social Policy Committee. Sponsor requests this item be scheduled for consideration at the March 7, 2000 meeting.

3. 992118 **[Police Code, Construction Work on Saturdays and Sundays]**
Supervisors Leno, Bierman
Ordinance amending Police Code Section 2908 to prohibit construction work in excess of 5 DBA between the hours of 8:00 p.m. and 9:00 a.m. on Saturdays and Sundays in residential areas.

(Amends Section 2908.)
11/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 12/15/1999.

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000359 **[Mercury Thermometers]**

Supervisors Leno, Ammiano, Bierman, Katz

Ordinance amending Police Code by adding Article 42B, prohibiting the manufacture, importation and retail sale of mercury thermometers and specifying that a violation of the prohibition is a misdemeanor.

(Adds Article 42B.)

2/28/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 3/29/2000.

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HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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Govt Information Ctr
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100 Larkin Street

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Susan Hom
Government Documents Section
Main Library

CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

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March 2, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: March 7, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 00-0336

Department:	Mayor's Criminal Justice Council (MCJC)
Item:	Resolution authorizing the Mayor's Criminal Justice Council to accept and expend a grant in the amount of $474,961 from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP), to support the comprehensive effort to reform the City and County of San Francisco's Juvenile Justice System.
Grant Amount:	$474,961
Source of Funds:	U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP)
Grant Period:	July 1, 1999 through June 31, 2001 (two years)
Project:	Juvenile Justice Local Action Plan
Description:	The proposed resolution would authorize the Mayor's Criminal Justice Council to accept and expend continued

grant funds in the amount of $474,961 from the U.S. Department of Justice to fund the City's Juvenile Justice Local Action Plan, an effort to reform the City's Juvenile Justice System.

On September of 1998 the U.S. Department of Justice awarded to the City $274,409 to help fund the City's Juvenile Justice Local Action Plan. In September of 1999, the Department of Justice awarded a continuing grant of $750,000, which was $474,961 more than the amount the Mayor's Criminal Justice Council had anticipated and included in its FY 1999-2000 budget. The subject resolution would authorize the Mayor's Criminal Justice Council to accept and expend the $474,961 balance of the grant ($750,000 grant less $275,039 anticipated and already included in Mayor's 1999-2000 budget).

The goal of the Juvenile Justice Local Action Plan has been to develop and implement a multiagency plan that provides a continuum of responses for at-risk youth and juvenile offenders. This Local Action Plan was developed in 1997 by the Multiagency Juvenile Justice Coordinating Council, which is composed of the Chief Probation Officer of the Juvenile Probation Department, and one representative from each of the following 10 departments and organizations: (1) District Attorney, (2) Police Department, (3) Public Defender, (4) Sheriff's Department, (5) Board of Supervisors, (6) Department of Human Services, (7) Department of Public Health, (8) the Mayor's Office, (9) Delancey Street, a non-profit community-based drug and alcohol program serving as a consultant for this plan, and (10) the San Francisco Unified School District. The Board of Supervisors approved the Juvenile Justice Local Action Plan on February 24, 1997 (Resolution No. 170-97).

According to Mr. Travis Kiyota, of the Mayor's Criminal Justice Council, the subject grant would be used to fund one of the six juvenile intervention programs designed to fill gaps in the City's juvenile care system, outlined in the Juvenile Justice Local Action Plan. The subject grant would help fund the Life Learning Day Treatment Academy, a charter school for juveniles on probation.

Budget: A summary budget for the total $750,000 in grant funds ($474,961 of the subject grant plus $275,039 of previously approved funds) for the period from July 1, 1999 to June 31, 2001 is as follows:

Personnel	
Police Lieutenant (Class Q62, 0.50 FTE)	$43,966
Fringe (28 percent)	12,310
Total Personnel	$56,276
Operating Expenses	
Rent/Utilities ($4,300 per month for one year)[1]	51,600
Supplies	44,912
Equipment	22,400
Travel	22,812
Replication Materials	12,000
Total Operating	$153,724
Consultant – Delancey Street Foundation (See Comment No. 1)	540,000
Indirect Costs (See Comment No. 2)	----
TOTAL BUDGET:	**$750,000**

Attachment I to this report, provided by the Mayor's Criminal Justice Council, contains details to support the costs for travel, equipment and supplies in the above summary budget.

Required Match: None

Indirect Costs: Indirect Costs would be waived (See Comment No. 2).

Comments: 1. According to Mr. Kiyota, the Delancey Street Foundation, a nonprofit agency, has been awarded a contract on a sole source basis as the selected consultant because of the Foundation's expertise and familiarity with the City's criminal justice system, and the need to

[1] MCJC anticipates continuing grant funds in future years to support Rent and Utilities expenditures.

accommodate the time constraints involved in planning and implementing the project. A budget for the $540,000 in consultant services for the period from July 1, 1999 to June 30, 2001 is as follows:[2]

Delancey Street Foundation: Consulting Fees	Annual Salary	Cost
1 Vocational Manager	$42,000	$42,000
3 Vocational Trainers	36,000	108,000
3 Curriculum Developers	42,000	126,000
2 Resource Specialists	36,000	72,000
1 Replication Manager	42,000	42,000
3 Replication Coordinators	32,000	96,000
1 Van Driver	24,000	24,000
1 Administrative Assistant	30,000	30,000
Total Consultant Costs:		**$540,000**

According to Mr. Kiyota, the Delancey Street Foundation staff included in the budget shown above provide services at the charter school funded by the subject grant, the Life Learning Day Treatment Academy for juveniles on probation.

2. The Mayor's Criminal Justice Council requests that indirect costs be waived so that all grant funds can be applied to direct program costs.

[2] The consulting costs ($418,685) listed on Attachment II. the Grant Application Information Form, provided by MCJC, are based on the $474,961 of the subject resolution and are thus less than the consulting costs ($540,000) listed in this budget summary, which are based on the entire $750,000 grant.

3. Attachment II to this report is a Grant Application Information Form, provided by the Mayor's Criminal Justice Council.

4. The Mayor's Criminal Justice Council has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

Recommendation: Approve the proposed resolution.

C. Travel - Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g., six people to 3-day training at $X airfare, $X lodging, $X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

Purpose of Travel	Location	Item	Computation	Cost
Curriculum Development/Training	Soledad in Richmond Academy, CA Woods Hole, MA Eagle Rock School, CO Central Park East Secondary, NY Scripps Oceanography Inst., CA Hyde School, ME		6 site visits (2 staff @ 4 travel days each) Airfare= $400(x2)x 6 trips Hotel= $150/night(x2) @ 3 nights Ground Transport= $130/trip x 6 Meals= $34/day(x2) x 6 trips	$12,612
Grand Canyon Outdoors Program Curriculum Development			6 participants @ $1,500 ea. Airfare @ $200 ea.	$10,200

TOTAL $22,812

D. Equipment - List non-expendable items that are to be purchased. Non-expendable equipment is tangible property having a useful life of more than two years and an acquisition cost of $5,000 or more per unit. (Note: Organization's own capitalization policy may be used for items costing less than $5,000). Expendable items should be included either in the "supplies" category or in the "Other" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

Item	Computation	Cost
School Administrative & Accounting System Software		$13,500
Toshiba 3560 Copier		$ 8,900

TOTAL $22,400

E. Supplies - List items by type (office supplies, postage, training materials, copying paper, and expendable equipment items costing less than $5,000, such as books, hand held tape recorders) and show the basis for computation. (Note: Organization's own capitalization policy may be used for items costing less than $5,000). Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supply Items	Computation	Cost
Vocational Training Supplies (i.e. wood, soil, hardware, paint, drills, sawbits, lathes, life jackets, navigational gear, boat equipment)	($1,791/mo. x 12)	$21,500
Replication/Curriculum Supplies (i.e. curriculum materials, books, journal subscriptions)	($1,405/mo x 12)	$16,862
Bike Shop Supplies (i.e. rim strips, valves, pumps, brakes, gear shift, chains)	($200/mo x 12)	$ 2,400
Cafe Inventory Software		$ 850
History Alive World History Curriculum		$ 3,300
	TOTAL	$44,912

F. Construction - As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Check with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
	TOTAL	

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution

Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors

Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Mayor's Criminal Justice Council (MCJC)
2. Contact Person: Travis Kiyota Telephone: (415) 554-6165
3. Project Title: Office Juvenile Justice and Delinquency Prevention Grant
4. Grant Source Agency: U.S. Department of Justice
5. Type of Funds: Federal X Federal-State (Pass-Through) ___ State ___ Local ___ Private ___
6. Proposed (New/Continuation) Grant Project Summary:

The U.S. Department of Justice is providing support to the City and County of San Francisco to support the implementation of the comprehensive effort to reform the juvenile justice system. The Local Action Plan has been approved by the City and County and MCJC is the lead coordinating agency.

7. Amount of Grant Funding Applied For: NA
8. Maximum Funding Amount Available: $474,961
9. Required Matching Funds? Yes: ___ No: X /Cash or In-kind? _____

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: 0

11. If new positions are created, explain the disposition of employees once the grant ends.

12. Are indirect costs eligible costs for this grant? Yes ____ No: X

If yes, please identify the amount of $ in indirect costs. ____

13. Amount to be spent on contractual services: $418,685

14. a.) Will contractual services be put out to bid? No

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

15. Is this likely to be a one-time or ongoing request for contracting out? Ongoing

16. Term of Grant: Start-Date: 7/1/98 End-Date: 6//31/2001

17. Date Department Notified of Available Funds: 10/99

18. Grant Application Due Date: N/A

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): Renewable for three years contingent on Federal appropriations.

20. Department Head Approval: KIMIKO BURTON DIRECTOR, MCJC

(Name) (Title)

(Signature)

Item 2 - File 00-0337

Department:	Public Library
Item:	Resolution authorizing the Public Library to retroactively accept and expend $262,900 from the Bill and Melinda Gates Foundation to purchase computer equipment for 15 neighborhood branch libraries and to equip a public access training lab in the main library.
Grant Amount:	$262,900
Grant Period:	February 2, 2000 to June 30, 2000
Source of funds:	Bill and Melinda Gates Foundation – U.S. Library Program
Required Match:	None.
Indirect Costs:	Indirect costs are not allowed under the terms of the grant.

Description:

The Bill and Melinda Gates Foundation - U.S. Library Program is dedicated to partnering with public libraries to bring access to computers, the Internet and digital information to patrons in low-income communities in the United States.

The proposed resolution would allow the Public Library to purchase 6 personal computers and one printer for each of 15 branches of the San Francisco Public Library (totaling 90 computers and 15 printers). Additionally, the subject grant would fund equipment for a public access computer training lab, which would consist of the purchase of 15 personal computers, one network server, one printer, and one presentation devise.

Currently, only 7 of the 26, branches of the San Francisco Public Library provide modern computer equipment and Internet access to the public. Approval of the subject grant will increase this number from 7 to 22 branches.

Budget: The budget for the subject grant is as follows:

Equipment	Unit Cost	Volume	Total Cost
Personal Computer	$2,300	101	$232,300
Printer	1,350	16	21,600
Network Server	4,500	1	4,500
Presentation Device[1]	4,500	1	4,500
TOTAL GRANT			**$262,900**

Comments:

1. The Attachment is a Grant Application Information Form prepared by the Library.

2. The Library has prepared a Disability Access Checklist, a copy of which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

for Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Matthew Hymel
Stephen Kawa
Ted Lakey

[1] The presentation device will be an overhead projector capable of projecting images displayed on a computer monitor.

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Gates Library Initiative – Eligible Building and Supplemental Training Lab Grants

2. Department: Public Library

3. Contact Person: Sybil Boutilier Telephone: 557-4214

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $262,900

6a. Matching Funds Required: None
b. Source(s) of matching funds (if applicable): N/A

7a. Grant Source Agency: Bill and Melinda Gates Foundation
b. Grant Pass-Through Agency (if applicable): N/A

8. Proposed Grant Project Summary:

Will bring up-to-date computer technology to 15 neighborhood branches by providing 90 multimedia workstations and 15 printers. Also will create new computer lab facilities in designated space of Main Library (11 multimedia computers, printer and server) to be used for training and public access

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: February 2, 2000 End-Date: June 30, 2000

10. Number of new positions created and funded: NONE

11. If new positions are created, explain the disposition of employees once the grant ends?
N/A

12a. Amount budgeted for contractual services: N/A

b. Will contractual services be put out to bid? N/A

c. If so, will contract services help to further the goals of department's MBE/WBE requirements? N/A

d. Is this likely to be a one-time or ongoing request for contracting out?N/A

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $ N/A
b2. How was the amount calculated? N/A

c. If no, why are indirect costs not included?
[X] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Short time frame. All equipment must be purchased by 6/30/00

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s) [ ] Existing Structure(s) [ ] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s) [ ] Rehabilitated Structure(s) [X] New Program(s) or Service(s)
[ ] New Site(s) [ ] New Structure(s)

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Rich Walsh
(Name)

Date Reviewed: 2/9/00

Department Approval: Susan Hildreth (Name) Deputy City Librarian (Title)

Susan Hildreth
(Signature)

GOVERNMENT DOC SECTION
Main Library

City and County of San Franci

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, March 21, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

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AGENDA CHANGES

REGULAR AGENDA

1. 000350 **[Continuing grant from the State Board of Corrections to train Sheriff, Adult and Juvenile Probation Officers to improve and standardize the skill of these officers from entry-level staff to department heads]**

Resolution authorizing the Sheriff's Department, Adult Probation Department and Juvenile Probation Department of the City and County of San Francisco to apply for, accept and expend $523,000.00 in funds from the State of California Board of Corrections for the Standards and Training of Local Corrections and Probation Officers Programs; stipulating adherence to standards for recruitment and training established by the Board of Corrections, waiving any indirect costs. (Sheriff)

3/1/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 992118 **[Police Code, Construction Work on Saturdays and Sundays]**

Supervisors Leno, Bierman

Ordinance amending Police Code Section 2908 to prohibit construction work in excess of 5 DBA between the hours of 8:00 p.m. and 9:00 a.m. on Saturdays and Sundays in residential areas.

(Amends Section 2908.)

11/15/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 12/15/1999

3/7/00, CONTINUED. Heard in Committee Speaker: Officer Anzore, Police Department, Noise Abatement Unit. Continued to March 21, 2000.

3. 000197 **[Restricting sale of ultracompact firearms]**

Supervisors Becerril, Leno, Bierman

Ordinance amending Police Code Section 613.1 to define the term "ultracompact firearm", amending Section 613.10 to provide that, with specified exceptions, the sale, lease or other transfer of an ultracompact firearm by a licensed firearm dealer is a violation of the dealer's license and adding a new Section 613.10-2 to prohibit, with specified exemptions, the sale, lease or other transfer of ultracompact firearms by licensed firearm dealers.

(Amends Sections 613.1 and 613.10; adds Section 613.10-2.)

1/31/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 3/1/2000.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

000359 **[Mercury Thermometers]**

Supervisors Leno, Ammiano, Bierman, Katz

Ordinance amending Police Code by adding Article 42B, prohibiting the manufacture, importation and retail sale of mercury thermometers and specifying that a violation of the prohibition is a misdemeanor.

(Adds Article 42B.)

2/28/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 3/29/2000.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

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Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

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HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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Susan Hom
Government Documents Section
Main Library

CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

March 16, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: March 21, 2000 Housing and Social Policy Committee Meeting

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Item 1 – File 00-0350

Department: Sheriff's Department
Adult Probation Department
Juvenile Probation Department

Item: Resolution authorizing the Sheriff's Department, Adult Probation Department and Juvenile Probation Department to apply for, accept, and expend $523,000 in funds from the State of California Board of Corrections for the Standards and Training of Local Corrections and Probation Officers Programs; stipulating adherence to standards for recruitment and training established by the Board of Corrections, waiving any direct costs.

Grant Amount:

Sheriff	$336,500
Adult Probation	66,500
Juvenile Probation	120,000
Total Grant Amount:	**$523,000**

Source of Funds: State of California Board of Corrections

Grant Period: July 1, 2000 through June 31, 2001 (one year)

Project: Standards and Training of Local Corrections and Probation Officers Programs for Fiscal Year 2000-2001

Description: The proposed grant of $523,000 for the Sheriff's, Adult Probation and Juvenile Probation Departments from the State Board of Corrections would provide the necessary subvention funds for State-certified training for Deputy Sheriffs, Probation Officers and Juvenile Corrections Officers. This will be the 20th year that San Francisco has participated in this Statewide training program, which is being carried out under Senate Bill (SB) 924.

The Standards and Training for Corrections Program seeks to improve and standardize the skills of personnel from the Sheriff's, Adult Probation and Juvenile Corrections Departments. The State Board of Corrections was authorized under SB 924 to establish minimum standards for the training of department personnel, including administrators and management staff, and to certify the training courses to be taken by personnel participating in this program.

The proposed program would provide training to a total of 973 employees in the three above noted City Departments during FY 2000-2001. There are a total of 42,590 scheduled training hours, which would range from 24 hours per year for training of experienced personnel to 215 hours per year of training for new personnel for the three City departments. The Standards and Training Program subvents each department's annual training budget and pays training costs, including travel, per diem, tuition, trainers' fees, books and course supplies, and the costs of overtime for replacing Deputy Sheriffs and Correctional Officers while such employees are in training.

Budget: The budget for the proposed grant funds of $523,000 is as follows:

Dept.	No. of Participants	Hours	Tuition	Travel	Per Diem	Replacement (Overtime)	Total Cost
Sheriff	621	25,024	$10,890	$22,760	---------	$302,850	$336,500
Adult Probation	227	10,846	35,245	19,950	$11,305	---------	66,500
Juvenile Probation	125	6,720	42,000	30,000	30,000	18,000	120,000
Total	973	42,590	$88,135	$72,710	$41,305	$320,850	$523,000

According to Lieutenant Jonna Harlan of the Sheriff's Department, the dollar amounts for tuition, travel, per diem and overtime in the summary budget shown above are estimated, based upon training expenditures from previous years. According to Lt. Harlan, the State Board of Corrections requires that departments applying for training grants specify the number of employees to be trained and the total number of training hours. As of 1999, the State Board of Corrections no longer requires departments to outline in their applications how the training funds will be expended. Therefore, Lt. Harlan advises that the Sheriff's, Adult Probation, and Juvenile Probation Departments have not yet determined the specific types of training to be funded by the subject grant.

Required Match: None

Indirect Costs: Indirect costs are not allowed under the terms of this grant.

Comments: 1. Ms. Jean Mariani of the Sheriff's Department, Ms. Nelita Samson of the Adult Probation Department, and Ms. Sandra Brown-Richardson of the Juvenile Corrections Department all report that their respective departments have included their portion of the subject grant in their Fiscal Year 2000-2001 budget requests.

2. Lt. Harlan advises that the three City Departments submitted the subject resolution, in addition to including the subject grant in the their respective Fiscal Year 2000-2001 budget requests, because in past years the State Board of Corrections required approval from the Board of Supervisors. However, according to Lt. Harlan, the Sheriff's Department recently learned that the State Board of Corrections will no longer require such approval. Therefore, Lt. Harlan advises that in the future, the three City Departments will continue to include the subject grant in their respective budgets, but will not seek additional Board of Supervisors approval in a separate resolution, as is being requested under this subject legislation.

3. The Attachment to this report contains copies of the Grant Application Information Forms prepared by the Sheriff's, Adult Probation and Juvenile Probation Departments for each of their respective training programs.[1]

4. A Disability Access checklist for each of the three training programs is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Stephen Kawa
Ted Lakey

[1] According to Lieutenant Jonna Harlan of the Sheriff's Department, the grant amount of $321,500 listed on the Sheriff's Department's Grant Application Information (see Attachment) is incorrect and should be $336,500, as listed in summary budget shown above.

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Standards and Training for Corrections

2. Department: San Francisco Sheriff's Department

3. Contact Person: Lt. Jonna Harlan Telephone: 415-553-9600

4. Grant Approval Status (check one):

[ ] Approved by funding agency [x] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $321,500.00

6a. Matching Funds Required: $0
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: State of California, Board of Corrections
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary: An application to the State Board of Corrections for funding of state certified training for local corrections officers. The training is to be carried out under the SB 924 subvention for the benefit of personnel in the Sheriff's Department. This will be the twentieth year of participation in the statewide training subvention. The proposed program would train a total of 601 personnel during th 2000/2001 fiscal year.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: 7/1/2000 End-Date: 6/30/2001

10. Number of new positions created and funded: N/A

11. If new positions are created, explain the disposition of employees once the grant ends? N/A

12a. Amount budgeted for contractual services: N/A

b. Will contractual services be put out to bid? N/A

If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out? N/A

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[X] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[X] Existing Structure(s)	[X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Jacqueline Pun
(Name)

Date Reviewed: 2/28/00

Department Approval: Michael Hennessey / Sheriff
(Name) (Title)

Michael O'Hennessey
(Signature)

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Standards and Training for Corrections

2. Department: San Francisco Juvenile Probation Department

3. Contact Person: Cecile Ehrmann Telephone: (415) 753-7676

4. Grant Approval Status (check one):

[ ] Approved by funding agency [X] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $ 120,000.00

6a. Matching Funds Required: $ N/A
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: State of California Board of Corrections
b. Grant Pass-Through Agency (if applicable): N/A

8. Proposed Grant Project Summary: Funding of state certified training for local corrections officers, carried out under the SB924 subvention for the benefit of personnel in the Juvenile Probation Department. This will be the twentieth year of participation. The program would train a total of 227 personnel during the 2000-2001 fiscal year. Total hours would be 10,846 hours and would range from 24 hours per year for update of experienced personnel to 214 hours for new personnel.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: 7/01/00 End-Date: 6/30/01

10. Number of new positions created and funded: 0

11. If new positions are created, explain the disposition of employees once the grant ends? N/A

12a. Amount budgeted for contractual services N/A

b. Will contractual services be put out to bid? N/A

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

d. Is this likely to be a one-time or ongoing request for contracting out? N/A

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[X] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[X] Existing Structure(s)	[X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Cecile Ehrmann
Cecile Ehrmann (Name)
Training Manager

Date Reviewed: 2/25/00

Department Approval: Jesse E. Williams, Jr. Chief Probation Officer
(Name) (Title)
(Signature)

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompany resolution:

1. Department: San Francisco Adult Probation Department

2. Contact Person: Judith Terracina Telephone: (415) 553-1253

3 Project Title: Standards and Training for Local Corrections

4. Grant Source Agency: Officers Program State of California Board of Corrections

5. Type of Funds: __ Federal __ Federal-State (Pass-Through) _X_ State _ Local _ Private

6. Proposed (New / Continuation) Grant Project Summary:

7 Amount of Grant Funding Applied for: $66,500

8 Maximum Funding Amount Available: $66,500

9 Required Matching Funds? Yes __ No:___ / Cash or In-kind? N/A

If yes, list dollar amount and identify source of Matching Funds in Department Budget.

_____

10. Number of new positions created and funded: zero

11. If new postions are created, explain the disposition of employees once the grant ends?

N/A

12. Are indirect costs eligible costs for this grant? Yes: ____ No: X

If yes, please identifgy the amount of $ in indirect costs? _____

13. Amount to be spent on contractual services: N/A

14 a.) Will contractual services be put out to bid? N/A

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? _____

15. Is this likely to be a one-time or ongoing request for contracting out? N/A

16. Term of Grant: Start-Date: 07/01/00 End-Date: 06/30/01

17. Date Department Notified of Available Funds: February 18, 2000

18 Grant Application Due Date: 04/15/00

19 Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation):

19 Department Head Approval: Armando Cervantes Chief Adult Probation Officer

(Name) (Title)

(Signature)

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City and County of San Francisc

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, April 04, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk. Fax 3/30/00

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AGENDA CHANGES

REGULAR AGENDA

1. 000485 **[Grant - MCJC]**
Mayor
Resolution authorizing the Mayor's Criminal Justice Council (MCJC) to accept and expend funds in the amount of $546,177 from the Office of Criminal Justice Planning (OCJP), State of California, from funds made available under the Juvenile Accountability Incentive Block Grant (JAIBG).
3/20/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 000515 **[Grant funds for a comprehensive program to combat mistreatment of older persons and dependent adults]**
Resolution authorizing the District Attorney of the City and County of San Francisco to retroactively accept and expend a grant in the amount of $120,000 from the Office of Criminal Justice Planning for a project entitled "Elder Abuse Vertical Prosecution Program". (District Attorney)
3/21/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 000517 **[Grant funds for local government to improve public safety and reduce crime]**
Resolution authorizing the Mayor of the City and County of San Francisco to retroactively apply for, accept, and expend a grant in the amount of $2,751,201 from the U.S. Department of Justice to administer the Local Law Enforcement Block Grant Program. (Mayor)
3/22/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. 000514 **[Police Department Law Enforcement Training]**

Resolution authorizing the Chief of Police to negotiate and execute law enforcement training agreements sponsored and administered by the California Highway Patrol. (Police Commission)

3/21/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

5. 000416 **[Solicitation by Motor Vehicles for Hire]**

Ordinance amending Police Code by repealing Sections 1104, 1105, and 1106, regarding solicitations by motor vehicles for hire, and by adding a new Section 1105, prohibiting solicitations by motor vehicles for hire. (Taxi Commission)

(Repeals Sections 1104, 1005, and 1106; adds Section 1105.)

3/6/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

6. 000369 **[Musical room]**

Supervisor Newsom

Hearing to consider the City's enforcement in stopping the practice of "musical rooms" in the residential hotels.

2/28/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

There are no items now pending under the 30 day rule.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

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FAX (415) 252-0461

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April 4, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: April 4, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 0485

Department:	Mayor's Criminal Justice Council (MCJC)
Item:	Resolution authorizing the Mayor's Criminal Justice Council to accept and expend grant funds in the amount of $546,177 from the Office of Criminal Justice Planning (OCJP), State of California, from funds made available under the Juvenile Accountability Incentive Block Grant (JAIBG). This is year two funding of an on-going federal block grant.
Grant Amount:	$546,177
Source of Funds:	State of California Office of Criminal Justice Planning
Grant Period:	April 1, 2000 through March 31, 2001
Matching Funds:	$60,686 in State funding administered by the Mayor's Criminal Justice Council to be dedicated to the Juvenile Hall Temporary Location Project.
Description:	The purpose of the subject funds is to fund the following types of youth services at the County level for youth who

are in the juvenile justice system or who are at-risk of entering the juvenile justice system:

- Building, expanding or operating juvenile detention and corrections facilities;
- Hiring additional probation officers and, and funding pretrial services for juveniles;
- Providing funding for programs to address drug, gang and youth violence;
- Establishing drug court programs for juvenile offenders;
- Hiring an additional Public Defender to process cases involving violent juvenile offenders.

The California Office of Criminal Justice Planning is the State agency that allocates the grant funds to the Counties. The amount of the grant funds that OCJP allocates to each County is calculated by a formula, based on each County's actual criminal justice expenditures. Under this formula, the City and County of San Francisco has been awarded $546,177 for the grant period of April 1, 2000 to March 31, 2001.

The Mayor's Criminal Justice Council is the San Francisco City and County agency that designates the programs to provide the applicable youth services to youth either in the juvenile justice system or at-risk to enter the juvenile justice system. The proposed resolution would allow MCJC to accept and expend the subject block grant funds.

Budget:

The subject block grant funds of $546,177 plus the City's matching funds of $60,686, for total project costs of $606,863 would be expended for the following programs:

Police Inspector overtime	$ 34,275
Hiring attorneys	98,577
Hiring project manager	98,862
Beacon School Initiative	75,000
Drug court services	150,000
Building corrections facilities	125,149
Computer equipment.	25,000
Total	$606,863

Required Match: $60,686 or 10% of the total $606,863 total project budget. According to Mr. Travis Kiyota of MCJC, the matching funds have been included in the FY 1999 – 2000 MCJC budget from State funds for the Juvenile Hall Temporary Relocation Project.

Comments: 1. Mr. Kiyota advises that the grant funds will be expended as follows:

Mission District Serious Juvenile Offender Program ($34,275)

$34,275 would fund an existing program of Police Inspector overtime to participate in the Juvenile Justice Local Action Plan Safe Corridor Program. The Safe Corridor Program provides a team comprised of a probation officer, a police officer, and a community outreach worker to conduct home visits of the most serious juvenile offenders in the Mission District to ensure that the youth are in compliance with the conditions of their probation. Home visits are done at night and occur at least three times a week. The funds will be spent as follows:

0382 Police Inspector Overtime
(600 hours @ $57.125/hour) ($34,275)

Supporting Public Defense at the Juvenile Court ($98,577)

The subject funds would provide $98,577 for two 8174 Civil and Criminal Attorneys in the Public Defenders Office. One Civil and Criminal Attorney position currently exists and a second is requested to reduce the backlog and heavy caseloads of juvenile court cases and the coordination with schools and outreach services to juvenile offenders. These positions are requested for only 17 pay periods. The existing year one grant funding began August 1, 1999 and will continue through July 31, 2000. The funding for the proposed grant would cover 17 pay periods and would begin on August 1, 2000, and continue through March 31, 2001.

The funds for the two positions would be spent as follows:

0.65 FTE 8174 Civil and Criminal Attorney	
Salary ($2,315 biweekly x 17 pay periods)	$ 39,367
Fringe benefits	10,235
0.65 FTE 8174 Civil and Criminal Attorney	
Salary ($2,286 biweekly x 17 pay periods)	$ 38,869
Fringe benefits	10,106
Total	$98,577

Probation Department Project Manager ($98,862)
The subject funds would provide $98,862 for a new position, a Probation Department Project Manager for the Juvenile Hall Replacement Project. The Board of Supervisors approved The Juvenile Hall Replacement Project (Resolution 134-99) to accept and expend $15 million from the California State Board of Corrections. Resolution 134-99 also states that the City will contribute $10,000,000 in General Fund monies as a hard match for this grant. However, the $10,000,000 in General Fund matching funds have not yet been appropriated. This position will coordinate the day to day issues regarding the relocation of the facility, including the timing of relocation and related deadlines. The funds will be spent as follows:

1.0 FTE 5502 Project Manager	
Salary ($3,018 biweekly x 26 pay periods)	$ 78,462
Fringe benefits	20,400
Subtotal	$ 98,862

Juvenile Hall Temporary Relocation Project ($64,463)

$64,463 will fund a portion of the Juvenile Hall Temporary Relocation Project as the City replaces its 50-year-old detention facility. In addition, $60,686 in matching funds will be provided by the MCJC as noted above. The combined total of $125,149 represents 24.4

percent of the total cost of $512,767 for the Juvenile Hall Temporary Location Project.

Mayor's Beacon Initiative ($75,000)

The Department of Children, Youth and their Families (DCYF) would use $75,000 of the subject funds to augment DCYF funds used to pay for services provided by the Mayor's Beacon Initiative. The total cost of the Beacon Initiative is $2.5 million including the requested $75,000. The purpose of The Beacon Initiative is to provide tutoring, job training, life-skill training, and health education to juvenile offenders who participate in after-school programs. DCYF proposes utilizing community-based organizations as service providers under existing contracts. According to Ms. Rachel Aberbach of DCYF, the existing service providers are Community Bridges Beacon, Chinatown Beacon Center, Visitacion Valley Community Beacon, Sunset Neighborhood Beacon Center, Richmond Village Beacon, and Western Addition Beacon Center.

Juvenile Drug Court ($150,000)

$150,000 would continue funding Juvenile Drug Court services for short term residential treatment beds, drug testing, clinical supervision, case management and other costs associated with Drug Court. The total cost of The program is administered through the courts and will utilize community-based providers under existing contracts. According to Mr. Kiyota the existing service providers are Walden House, Brava, Youth Outlook and Omega.

Purchase Computer Equipment ($25,000)
$25,000 would fund the purchase of 13 computer systems in the Juvenile Division of the District Attorney's Office.

2. As noted above two new grant funded positions would be created: One Civil and Criminal Attorney in the Public Defender's Office and one project manager in the Juvenile Probation Department. Both positions will be temporary grant funded. According to Mr. Travis Kiyota of MCJC,

the positions will be designated "G" or Grant funded which would terminate when the grant expires.

3. MCJC has prepared a Disability Access Checklist which is on file with the Board of Supervisors.

4. A Grant Application Information Form, provided by the Mayor's Criminal Justice Council is attached to this report.

Recommendation: Approve the proposed resolution.

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Mayor's Criminal Justice Council (MCJC)
2. Contact Person: Travis Kiyota Telephone: (415) 554-6165
3. Project Title: Juvenile Accountability Incentive Block Grant
4. Grant Source Agency: Office of Criminal Justice Planning (OCJP), State of California

5. Type of Funds: Federal ___ Federal-State (Pass-Through)X State ___ Local ___
Private ___

6. Proposed (New/Continuation) Grant Project Summary:

The OCJP is providing support to the City and County of San Francisco to support services for at-risk youth and those in the juvenile justice system. The established Juvenile Justice Coordinating Council has authorized MCJC as the lead coordinating agency for this grant and determined priorities for these funds. This is block grant funding which is renewed each year based on U.S. Congressional appropriations. Grant funds will be used to support services provided by the Juvenile Probation Department, Police, Public Defender, the District Attorney, Superior Court, Department of Children, Youth and their Families, and the Mayor's Criminal Justice Council.

7. Amount of Grant Funding Applied For: $546,177
8. Maximum Funding Amount Available: $546,177

9. Required Matching Funds? Yes:X No: ___ Cash or In-kind? CASH

If yes, list dollar amount and identify source of Matching Funds in Department Budget:

$60,686 State funding administered by the Mayor's Criminal Justice Council

10. Number of new positions created and funded: 1 Civil Attorney in Public Defender's Ofc., 1 project manager in Juv. Probation Dept.

11. If new positions are created, explain the disposition of employees once the grant ends.

These positions will be temporary Grant funded positions.

12. Are indirect costs eligible costs for this grant? Yes ___ No: X ___

If yes, please identify the amount of $ in indirect costs. ___

13. Amount to be spent on contractual services: $ 225,000

14. a.) Will contractual services be put out to bid? Partial

b). If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

15. Is this likely to be a one-time or ongoing request for contracting out? On-going

16. Term of Grant: Start-Date: 4/1/00 End-Date: 3/31/01

17. Date Department Notified of Available Funds: 2/14/00

18. Grant Application Due Date: 1/28/99

19. Grant Funding Guidelines and Options (selected from RFP, grant announcement or appropriations legislation): This is year two funding of an on-going federal block grant.

20. Department Head Approval: KIMIKO BURTON-CRUZ DIRECTOR, MCJC

(Name) (Title)

(Signature)

Memo to Housing and Social Policy Committee
April 4, 2000 Housing and Social Policy Committee Meeting

Item 2 – File 00-0515 **REVISED 3/31/00**

Department: District Attorney

Item: Resolution authorizing the District Attorney to retroactively accept and expend grant funds in the amount of $120,000 from the State Office of Criminal Justice Planning (OCJP), from funds made available under the Elder Abuse Vertical Prosecution Program.

Grant Amount: $120,000

Source of Funds: State of California Office of Criminal Justice Planning

Grant Period: April 1, 2000 through March 31, 2001

Indirect Costs: None. The proposed resolution would waive indirect costs in order to maximize the amount of monies available for the programs' direct costs.

Matching Funds: None

Description: The proposed Elder Abuse Vertical Prosecution Program is designed to combat mistreatment of older persons and dependent adults who are victims of physical, sexual or psychological violence, neglect of care, financial abuse and fraud. This new program would also provide specialized training in all aspects of investigation and prosecution of crimes against the elderly and abuse of dependent adults. In the proposed vertical prosecution process, one attorney would handle every aspect of the prosecution from charging through sentencing. This program is intended to result in higher conviction rates and more consistent victim contact.

Budget: The proposed grant funds of $120,000 would be expended as follows:

Personnel	
0.76 FTE 8178 Senior Attorney-Civil and Criminal	
Salary ($2,490 biweekly x 26.2 pay periods)	$ 65,252
Fringe benefits	14,106
Subtotal	$ 79,358

0.15 FTE 1823 Senior Administrative Analyst	
Salary ($350 biweekly x 26.2 pay periods)	$ 9,193
Fringe benefits	1,988
Subtotal	$ 11,181
0.35 FTE 8146 District Attorney's Investigator	
Salary ($755 biweekly x 26.2 pay periods)	$ 19,781
Fringe benefits	4,276
Subtotal	$ 24,057
Non-Personnel Costs	
Computer, Printer and Software	$ 2,500
Training, Travel, and Supplies	1,704
Audit Costs	1,200
	$ 5,404
Total	$ 120,000

Comments:

1. Ms. Teresa Serata of the District Attorney's Office reports that the anticipated caseload of the Elder Abuse Vertical Prosecution Program would be approximately 40 cases per year, a reduction of 60 percent from the average felony Attorney caseload. According to Ms. Serata, this lower caseload average is intended to allow the prosecution team to focus on victim support and case building.

2. As indicated above, three proposed grant funded positions would be created in the District Attorney's Office. According to Ms. Teresa Serata, these positions would be designated "G" or Grant funded, which would terminate when the grant expires.

3. As indicated above, the indirect costs would be waived under the proposed grant to maximize the amount of monies available for the programs' direct costs.

4. In accordance with the requirements of the grantor, the State Office of Criminal Justice Planning, these grant funds cannot be used to supplant local funds that would, in the absence of the Elder Abuse Vertical Prosecution Program, be made available to support the prosecution of elder abuse.

5. The proposed resolution states that any liability arising out of the performance of this grant award contract, including civil court actions for damages, shall be the responsibility of the grantee and the authorizing agency. According to Mr. Ted Lakey of the City Attorney's Office, the proposed liability language is standard for such State grants and should not result in any foreseeable fiscal impact to the City.

6. The proposed grant period is April 1, 2000 through March 31, 2001. Therefore, the proposed resolution would authorize the District Attorney's Office to accept and expend these grant funds retroactively. Ms. Serata advises that to date, no grant funds have been accepted or expended.

7. The District Attorney's Office has prepared a Disability Access Checklist which is on file with the Board of Supervisors.

8. A Grant Application Information Form, provided by the District Attorney's Office is attached to this report.

Recommendation: Approve the proposed resolution.

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Elder Abuse Vertical Prosecution Program**

2. Department: **District Attorney**

3. Contact Person: **Teresa Serata** Telephone: **553-1895**

4. Grant Approval Status (check one):

[x] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: **$ 120,000**

6a. Matching Funds Required: $ **n/a**
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: **Office of Criminal Justice Planning**
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:

With support from OCJP, the San francisco District Attorney's Office proposes to create a specialized Elder Abuse Vertical Prosecution unit (EA-VP) that will enable a team of expert, specially trained prosecutors and investigators to handle reduced caseloads and achieve better convictions in these egregious cases. The EA-VP unit will be a critical part of the District Attorney's comprehensive approach to elder abuse and abuse of dependent adults. The comprehensive approach to elder abuse and abuse of dependent adults. The comprehensive program will combat mistreatment of older persons and dependent adults through physical, sexual, or psychological violence, neglect of care, economic exploitation, forced control of finance and fraud. this unique new approach will include the following components: 1) specialized training and coordination of prosecutors, investigators, police officers, and victim advocates; 2)formation of an elder and dependent adult abuse unit; 3) vertical prosecution of all elder and dependent adult abuse cases; 4) reduced caseloads; and 5) comprehensive victim services provided in close collaboration with the prosecution team. this initative includes the active collaboration of public agencies and community-based partners.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: April 1, 2000 End-Date: March 31, 2001

10. Number of new positions created and funded: 1.26

11. If new positions are created, explain the disposition of employees once the grant ends?
Positions will be deleted.

12a. Amount budgeted for contractual services: n/a

b. Will contractual services be put out to bid?

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?

13a. Does the budget include indirect costs? [ ] Yes [x] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [x] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

no.

****Disability Access Checklist*****

15. This Grant is intended for activities at (check all that apply):

[x] Existing Site(s) [ ] Existing Structure(s) [ ] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s) [ ] Rehabilitated Structure(s) [ ] New Program(s) or Service(s)
[ ] New Site(s) [ ] New Structure(s)

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer:_____
(Name)

Date Reviewed:_____

Department Approval: Terence Hallinan (Name) District Attorney (Title)

Signature

Memo to Housing and Social Policy Committee
April 4, 2000 Housing and Social Policy Committee Meeting

Item 3 – File 00-0517

Department:	Mayor's Criminal Justice Council (MCJC) Police Department
Item:	Resolution authorizing the Mayor of the City and County of San Francisco to accept and expend a grant in the amount of $2,751,201 from the United States Department of Justice to administer the Local Law Enforcement Block Grant Program, and waiving indirect costs.
Grant Amount:	$2,751,201
Grant Period:	October 1, 1999, to September 30, 2001 (two years)
Source of Funds:	United States Department of Justice Local Law Enforcement Block Grant (LLEBG) Program

Project Description: The LLEBG Program provides local governments with funds to underwrite projects to reduce crime and improve public safety. The Block Grant application identifies seven Federal "purpose areas" for which local governments can use LLEBG Program funds. According to Mr. Bruce Der-McLeod of the MCJC, the MCJC applied for the grant funds in July of 1999 and was awarded $2,751,201 in September of 1999. Mr. Der-McLeod states that the MCJC will use the grant funds for the following four Federal purpose areas:

- Law Enforcement Support ($651,022): The subject grant funds for this purpose area would fund (a) $325,000 in overtime for Police Officers in the "School Resource Officer Program" which seeks to positively impact the relationship between middle school students and the Police Department; (b) $76,022 for hiring a Grants Manager in the Police Department to increase the Police Department's capacity and efficiency in managing an increased number of grant-funded programs; and (c) $250,000 for the purchase of equipment for the Court Management System Replacement Project which seeks to provide critical information retrieval, analysis, and sharing capabilities for all criminal justice and public safety departments. (See Comment 3.)

- Community Crime Prevention ($1,190,961): The subject grant funds for this purpose area establishes crime prevention programs involving cooperation between community residents and law enforcement personnel. This purpose area includes the following services: (1) the Neighborhood Crime Prevention Program; (2) youth violence, safety and delinquency prevention programs; (3) a crisis hotline and mental health response team; (4) a Court Alternative Specialist for the Public Defender's "Clean Slate Program", (5) the Sherrif's Own Recognizance Project and Pre-Trial Diversion Project; (6) the Community Assessment and Referral Center and the "Safe Haven Program"; (7) enhanced mental health services to youthful offenders through the "Community Alliance Program"; and (8) intensive supervision for youth identified with mental health needs in the juvenile justice system. Budget details are shown in Attachment I.

- Supporting Drug Courts ($801,068): The subject grant funds for this purpose area would seek to reach non-violent offenders with substance abuse problems and offer them treatment, aftercare, supervision, as well as possible prosecution, confinement, or incarceration due to non-compliance or failure to make progress in treatment. Budget details are shown in Attachment I.

- Enhancing Adjudication of Violent Offenders ($108,150): The subject grant funds for this purpose area would fund Senior District Attorney and intern support for more intensive follow-up and prosecution of violent youth offenders.

Budget: Attachment I, provided by the MCJC, contains the budget details for the four above-noted areas to be funded by the LLEBG Program.

Required Match: $305,689 (see Comment No. 2).

Indirect Costs: Mr. Der-McLeod states that the grantor does not permit the inclusion of indirect costs in grant awards.

Comments:

1. According to Mr. Der-McLeod, although the official grant period is October 1, 1999 to September 30, 2001, the actual expenditure period permitted under the LLEBG Program would run 24 months from the date of the MCJC's initial receipt of funds from the Department of Justice, which is expected to occur on or around May 1, 2000.

2. As noted above, the subject grant requires a local match of $305,689. Mr. Der-McLeod states that, under the Community Crime Prevention Federal purpose area, two Mayor's Safety Project programs would be proposed for funding by the MCJC in FY 2000-2001 at a total cost of $1,050,000: the Neighborhood Safety Partnership ($525,000 General Fund contribution and $105,000 subject grant contribution, for total funding of $630,000) and the Safety Network ($315,000 General Fund contribution and $105,000 subject grant contribution, for total funding of $420,000). Of the proposed $840,000 total General Fund contribution to the two Mayor's Safety Project programs in FY 2000-2001, $305,689 would represent the local match funding, according to Mr. Der-McLeod.

3. As shown in Attachment I, $325,000 is allocated in the Law Enforcement Support purpose area for School Resource Officer (SRO) overtime. The SRO Program is designed to improve relations between youth and the Police Department by placing Police Officers in schools to mentor and advise students and administrators. According to Mr. Der-McLeod, the Police Officers assigned to the SRO Program would be paid on an overtime basis because if they were assigned on regular time, that would reduce the number of Police Officers available on the streets for neighborhood public protection. A breakdown for this $325,000 request for overtime is as follows:

Personnel	Amount
18 Police Officers @ overtime rate of $47.87/hour x 40 hours/month x 9 months	$310,198
1 Police Sergeant @ overtime rate of $55.57/hour x 20 hours/month x 9 months	10,002
1 Police Lieutenant @ overtime rate of $63.48/hour x 8.5 hours/month x 9 months	4,856
Adjustment for rate variances	(56)
Total overtime:	$325,000

4. Mr. Der-McLeod advised that the subject grant would provide continued funding for 13 existing positions in a range of criminal justice public safety departments, and the Department of Public Health, to be funded by the subject grant in the amount of $833,193 (inclusive of mandatory fringe benefits). In addition, the subject grant would fund two new grant-funded positions: (a) an 1823 Grants Manager in the Police Department at a salary cost of $66,268 (exclusive of mandatory fringe benefits), and (b) a 1373 Director of Program Development in the MCJC at a salary cost of $82,585 (exclusive of mandatory fringe benefits). Mr. Der-McLeod states that these grant-funded positions would be coded G and terminated when the subject grant funding ceases.

5. Mr. Der-McLeod states that $1,157,096 would be expended on nine contracts, each to be awarded through a Request for Proposals/Qualifications process. Attachment II, prepared by the MCJC, explains the purpose of, and the services to be provided by, each of these nine proposed contracts.

6. Attachment III is a Grant Application Information Form and Disability Access Checklist prepared by the MCJC.

Recommendation: Approve the proposed resolution.

MYLEB4 Summary
by Federal Program Priority Area

(as of 3/20/00)

		Oct. 00 - Sept. 01	
Law Enforcement Support:			
Police-	School Resource Officer Overtime	325,000	
Police-	Grant Manager	76,022	
MCJC-	CMS Equipment	250,000	
	Law Enforce. Support Subtotal:	651,022	
Community Crime Prevention:			
MCJC-	Crime Prev. Grants (NSP, S-Net)	210,000	
MCJC-	Challenge II Match	200,000	
MCJC-	Special Assist.-Dir. Of Project Dev.	109,890	
MCJC-	Special Assist- Proj. Mgr. (40%)	33,533	
MCJC-	Challenge I - CARC	250,000	
MCJC-	Challenge I - Safe Haven	100,000	
Public Defend-	Clean Slate Court Alt. Spec.	59,388	
DPH/CMHS-	Crisis Response Team	108,150	
Sheriff-	Own Recognizance Project	60,000	
Sheriff-	Pre-trial Diversion	60,000	
	Comm. Crime Prev. Subtotal:	1,190,961	
Supporting Drug Courts:			
Muni. Court-	Adult Drug Court Coordinator	81,113	
Adult Prob.-	Clerk	46,884	
District Attor.-	Investigator	54,075	***
Public Def.-	Trial Attorney	90,367	
Sheriff-	Two Deputy Sheriffs	125,029	
Police-	Police Sergeant	59,081	***
Adult Prob.-	Senior Adult Prob. Officer	67,423	
DPH/CSAS-	Treatment Service Contracts	277,096	
	Supporting Drug Cts. Subtotal:	801,068	
Enhancing Adjudication of Violent Offenders:			
District Attor.-	Senior District Attorney	108,150	***
	Enhancing Adjud. Subtotal:	108,150	
	Total Grant Amount:	2,751,201	
		Local $ augment Fed $	***

Mayor's Criminal Justice Council

Willie Lewis Brown, Jr.
Mayor

Kimiko Burton-Cruz
Director

Local Law Enforcement Block Grant

Contract	Amount	Purpose	Services
Neighborhood Safety Partnership	105,000	Develop neighborhood crime prevention activities	Community organizing, citizen training, community problem solving with police
Safety-Network	105,000	Develop neighborhood crime prevention activities	Community coalitions, community problem solving with police
Challenge II-Community Alliance	100,000	Provide mental health services to youthful offenders	Case management of youth and families in targeted neighborhoods
Challenge II-Intensive Case Management	100,000	Provide intensive supervisions for youth identified with mental health needs in juvenile justice system	Based on consolidated treatment plan, supervision of educational, therapeutic and family support services
Community Assessment and Referral Center (CARC)	$250,000	Alternative community based intake process for youthful offenders	Comprehensive intake, assessment and referral with interdisciplinary team
Safe Haven	100,000	At-risk children and youth attend neighborhood center to prevent delinquent behavior	Educational enrichment, prosocial development, recreational, and cultural awareness
Own Recognizance	60,000	Assess viability of adult offenders to be released on own	Interview, case review, and report preparation

1 Dr. Carlton B. Goodlett Place, Suite 496 San Francisco, California 94102 (415) 554-6560 FAX (415) 554-6995

Mayor's Criminal Justice Council

Willie Lewis Brown, Jr.
Mayor

Kimiko Burton-Cruz
Director

		recognizance	
Pre-Trail Diversion	60,000	Support educational development of participants in the Mentor Court	Educational assistance, case management services
Treatment Services	277,096	Provide substance abuse treatment services to Drug Court participants	Group and individual therapy and case management, referrals to other treatment facilities

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Local Law Enforcement Block Grant

2. Department: Mayor's Criminal Justice Council

3. Contact Person: Keith Choy Telephone: (415) 554-6558

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $2,751,201

6a. Matching Funds Required: $305,689
b. Source(s) of matching funds (if applicable): Mayor's Criminal Justice Council

7a. Grant Source Agency: U.S. Department of Justice, Bureau of Justice Administration
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:

The Local Law Enforcement Block Grant Program is a Federal initiative that provides local governments with funds to underwrite projects to improve public safety and reduce crime in the local community. The LLEBG Program's Work and Budget Period is 10/1/99-9/30/01. San Francisco's application identified four of the seven Federal purpose areas to expend block grant funds:

- Purchasing equipment, hiring necessary support personnel and paying overtime for law enforcement officers to increase hours for law enforcement services.
- Expanding and supporting Drug Courts.
- Establishing and supporting community based crime prevention programs.
- Enhancing the adjudication of violent offenders.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: 10/1/99 End-Date: 9/30/01
Note: Actual expenditure period will run 24 months from date of approved electronic drawdown of funds from BJA.

10. Number of new positions created and funded: {1} Grants Manager-Police
{1} Director of Program Development-MCJC

11. If new positions are created, explain the disposition of employees once the grant ends?

12a. Amount budgeted for contractual services: $1,157,096

b. Will contractual services be put out to bid? Yes

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? Yes

d. Is this likely to be a one-time or ongoing request for contracting out? Depends on project(s) status.

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [X] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

****Disability Access Checklist*****

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[ ] Existing Structure(s)	[X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability
Reviewer: _____ (Name)

Date Reviewed: 3-24-00

Department Approval: Kimiko Burton-Cruz Director, MCJC

(Name) (Title)

Kimiko Burton-Cruz

(Signature)

Memo to Housing and Social Policy Committee
April 4, 2000 Housing and Social Policy Committee Meeting

Item 4 – File 00-0514

Department: Police Department

Item: Resolution authorizing the Chief of Police to negotiate and execute law enforcement training agreements sponsored and administered by the California Highway Patrol.

Description: The subject resolution would authorize the Chief of Police to negotiate training agreements with the California Highway Patrol. Such agreements would allow San Francisco Police Officers to attend training courses offered by the California Highway Patrol. According to Sergeant Dan Linehan of the Police Department, the Police Department has not yet determined which training programs its Police Officers will attend. Examples of California Highway Patrol courses include training in motorcycle traffic enforcement and automobile theft investigations.

Comments:

1. Sergeant Linehan advises that the California Commission on Peace Officer Standards and Training (POST) will reimburse the Police Department for any travel, food and lodging costs associated with the California Highway Patrol training. In addition, for certain training sessions, POST will reimburse the Police Department for tuition costs and overtime, if needed. If POST does not offer overtime reimbursement for a particular training, Sergeant Linehan advises that only available, on-duty Police Officers would attend. Therefore, the Police Department would not have to pay any overtime for such training. According to Sergeant Linehan, the training covered by the subject resolution thus poses minimal cost to the City. Sergeant Linehan advises that any additional costs from this training would be absorbed in the Police Department's training budget, as stated in the Attachment, provided by the Police Department.

2. Sergeant Linehan advises that the Police Department submitted the subject resolution because the California Highway patrol requires the Board of Supervisors' approval.

Recommendation: Approve the proposed resolution.

for Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Stephen Kawa
Ted Lakey

POLICE DEPARTMENT
CITY AND COUNTY OF SAN FRANCISCO
THOMAS J. CAHILL HALL OF JUSTICE
850 BRYANT STREET
SAN FRANCISCO, CALIFORNIA 94103

FRED H. LAU
CHIEF OF POLICE

March 30, 2000

Mr. Harvey Rose
San Francisco Board of Supervisors
Office of the Budget Analyst
San Francisco, CA 94102

Subject: File Number 00-0514

Dear Mr. Rose:

The above referenced resolution sought by the Police Department will allow me to designate members of my Department to attend professional training related to their duties, offered by the California Highway Patrol. The resolution is a requirement of the State of California for all prospective attendees.

California Highway Patrol offers instruction in several areas. Each course is completely or partially reimbursable by the State Commission of Peace Officer Standards and Training. Items reimbursable include travel, lodging and meals. Selected curriculum also includes tuition and overtime backfill. Should I decide to send a member of my Department to a class where tuition is not included, the costs would be borne through my budgeted training fund. All training will be alowed based upon available staffing.

With the passage of this resolution by the Board of Supervisors, I will be able to individually determine the value of the training and after approval of the Risk Management Office, provide valuable expertise training for the Department.

I urge your support for this proposal.

Sincerely,

PRENTICE E. SANDERS
Acting Chief of Police

PES:aa

Enclosures

Word 97:/Letters/SANDERS/Board of Supervisors.Rose

GOVERNMENT DOC SECTION
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City and County of San Francisc

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, April 18, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

Fax 4/13/00
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AGENDA CHANGES

REGULAR AGENDA

1. 000611 **[Grant funds to prevent and mitigate the impact of violence on young children]**
Resolution authorizing the Department of Children, Youth and Their Families to accept and expend a planning grant in the amount of $250,000 from the Office of Juvenile Justice and Delinquency Prevention to develop a demonstration initiative that prevents and reduces the impact of family and community violence on young children (primarily from birth to 6 years of age). (Mayor)
4/5/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 000505 **[Post Earthquake Housing Impact]**
Supervisor Becerril
Hearing to consider projected post earthquake housing impacts in San Francisco.
3/20/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 000457 **[Crime in Western Addition]**
Supervisor Brown
Hearing to determine what is being done to curtail crime in the Western Addition, and to request a detailed police report on crime statistics for the Western Addition for the past 24 month period in response to the shooting death of 14 year old Devin Gross in the 1000 block of McAllister Street on Friday, March 10, 2000.
3/13/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

SPECIAL ORDER - 10:30 A.M.

4. **000504** **[Moratorium on Death Penalty]**
Supervisor Ammiano
Hearing to examine and consider placing a moratorium on the death penalty.

3/20/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee. Sponsor requests this item be scheduled for consideration at the April 18, 2000 - 10.30 A.M. meeting of the Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

There are no items now pending under the 30 day rule.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

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April 13, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: April 18, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 00-0611

Department:	Department of Children, Youth and their Families (DCYF)
Item:	Resolution authorizing the Department of Children, Youth, and their Families to accept and expend a planning grant in the amount of $250,000 from the Office of Juvenile Justice and Delinquency Prevention to develop the Safe Start Initiative, a "Demonstration Initiative" that prevents and reduces the impact of family and community violence on young children (primarily from birth to 6 years of age).
Grant Period:	May 1, 2000 through April 30, 2001
Grant Amount:	$250,000
Source of Grant:	United States Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP)
Description:	The proposed resolution would authorize the Department of Children, Youth, and their Families to accept and

expend the subject grant in the amount of $250,000 to fund the San Francisco Safe Start Initiative. The Safe Start Initiative represents a collaborative effort led by the Department of Children, Youth, and their Families (DCYF) to create a cohesive system for serving children who are witnesses to, or victims of, family violence. In addition, the initiative would implement a series of age-appropriate strategies in the areas of prevention, early intervention, and intensive intervention. The target population for the Safe Start Initiative will be all children up to the age of 6 years residing in San Francisco who have been witnesses to, or victims of family violence.

The participating service organizations would be the Unified Family Court of San Francisco, the Child Abuse Council, the Commission on the Status of Women, the Mayor's Criminal Justice Council, the San Francisco Police Department, the San Francisco District Attorney's Office and various City Departments working in the areas of child abuse and family violence, the Department of Human Services, the Department of Public Health, the Probation Department and the Youth Guidance Center. In addition, the project would include numerous community-based children's service providers, such as the Asian Women's Resource Center the Booker T. Washington Community Service Center and the Glide Memorial Church. Academic partners would include the University of California, San Francisco, and San Francisco State University.

Budget: Mr. Yap has provided the attached budget of $250,000 (Attachment I). This budget includes $11,250 for Training and Technical Assistance costs to pay for three staff members to attend three Federal conferences. According to Mr. Yap, these training conferences are required by the subject grant.

Matching Funds: None

Indirect Costs: Indirect costs are proposed to be waived to maximize use of available grant funds on direct program expenditures.

Comments: 1. The subject grant period is for twelve months beginning on May 1, 2000 and expiring on April 30, 2001.

According to Mr. Cedric Yap of the Department of Children, Youth and their Families (DCYF), DCYF has not yet accepted or expended any of the subject grant funds.

2. Mr. Yap advises that the two proposed positions to be established under this grant (Classification 1371, 1.0 FTE Program Director and the Classification 1361, 0.75 FTE Administrative Assistant) will terminate when the grant ends. The Budget Analyst Office recommends that the resolution be amended to urge the Controller to designate the positions created under the grant as "G" or Grant funded positions, which would terminate when the grant expires.

3. According to Mr. Yap, the Safe Start Initiative would conduct an initial outreach campaign to recruit community participants for the planning and implementation phases. An estimated $10 for stipends would be provided to community participants per session. Community participants would participate in focus groups and one-on-one interview sessions, to assist the Initiative in identifying culturally resonant approaches to educating their respective communities about family violence.

4. According to Mr. Yap, the DCYF plans to issue a Request For Proposal (RFP) for the (1) Evaluation, (2) Systems Analysis, and (3) Other Training contracts. Mr. Yap advised that the expected date to issue the RFP would be on or around August 1, 2000.

5. Mr. Yap advised that the University of California at San Francisco (UCSF) Child Trauma Research Project (CTRP), collaborated on the subject grant proposal. DCYF would have oversight on the proposed Project. The CTRP would act as Lead Planner and conduct research to support the goals of the Project. According to Mr. Yap, the CTRP was identified during the collaboration for their expert research on the impact of violence with young children. UCSF CTRP would hire (1) 0.10 FTE Principal Investigator, to work alongside DCYF Director, Ms. Deborah Alvarez for the Initiative. The CTRP would additionally hire (1) 0.50 FTE Lead Planner for this

Project. Finally, CTRP would hire a 0.10 FTE Administrative Assistant. As shown, in Attachment I, UCSF will be allocated $50,315 of the $250,000 subject grant.

6. Attachment II of this report is a Grant Application Information Form, provided by the Department of Children, Youth, and their Families.

7. The Department of Children, Youth, and their Families have prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

Recommendations:

1. Amend the proposed resolution to urge the Controller to designate the positions created under the grant as an "G" or Grant funded positions, which would terminate when the grant expires, in accordance with Comment No. 1 above.

2. Approve the proposed resolution, as amended.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
President Ammiano
Supervisor Brown
Supervisor Katz
Supervisor Kaufman
Supervisor Leno
Supervisor Newsom
Supervisor Yaki
Supervisor Yee
Clerk of the Board
Controller
Legislative Analyst
Stephen Kawa
Ted Lakey

San Francisco SafeStart Initiative Budget Detail Year 1

	FTE	Months in 1st Year	Annual Salary	Total Expense Year 1
Program Direc	1.0	12	65,000	65,000
Administrative	0.75	12	31,000	23,250
TOTAL SALARIES				**88,250**
FRINGE @ 25%				22,058
TOTAL PERSONNEL				**110,308**
Operating Costs				
Office Supplies				675
Postage, Shipping				1,485
Printing, Copying				2,000
TOTAL OPERATING				**4,160**
Equipment				
Computers & peripherals-Shared MIS				3,890
TOTAL EQUIPMENT				**3,890**
Contracts				
Evaluation-Contractor Selected through RFP				25,000
UCSF Child Trauma Research Project				39,315
TOTAL CONTRACTS				**64,315**
Training and Technical Assistance				
UCSF Child Trauma Research Project				11,000
Federal Conference				11,250
Systems Analysis for Data Integration				10,000
Other Training Contracts				17,750
TOTAL TRAINING AND TECHNICAL ASSISTANCE				**50,000**
Other				
Rent				6,563
Local Travel				125
Meeting Expenses				2,000
Community Participant Stipends				8,640
TOTAL OTHER COSTS				**17,328**
TOTAL COSTS				**250,000**

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Safe Start Initiative

2. Department: Children, Youth, and Their Families

3. Contact Person: Cedric Yap Telephone: 554-9519

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $ 250,000

6a. Matching Funds Required: $0
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: Office of Juvenile Justice and Delinquency Prevention (OJJDP)
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:
9.

The San Francisco SafeStart Initiative represents a close collaboration of the Unified Family Court of San Francisco, the major City Departments working in the areas of child abuse and family violence, major collaborations including the Child Abuse Council, the Commission on the Status of Women, and the Mayor's Criminal Justice Council, academic partners including the University of California, San Francisco, and San Francisco State University, and numerous community-based children's services providers. Lead agency for the Initiative will be the Department of Children, Youth, and their Families. Principal planning consultants will be the Child Trauma Research Project of UCSF- a leading organization in the field of early childhood trauma.

The purpose of the Initiative will be to create a single system out of the multiple systems and fragmented service delivery networks that currently serve children who are witnesses to, or victims of, family violence. In addition to integrating service delivery and assuring that local programs follow research validated models, we will be creating an infrastructure that includes strengthened collaboration, enhanced data integration, expanded resources, and increased community participation and cultural competence. A series of age-appropriate strategies will be implemented in the areas of prevention, early intervention, and intensive intervention. The initial $250,000 planning grant will hopefully translate into $670,000 annually for the next 41/2 years of project implementation.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: May 1, 2000 End-Date: April 30, 2001

10. Number of new positions created and funded: 1.75 FTE

11. If new positions are created, explain the disposition of employees once the grant ends?

All grant funded positions are temporary in nature and it is understood that the positions will end when the grant has ended.

12a. Amount budgeted for contractual services: $103,000

b. Will contractual services be put out to bid?

There will be four contracts. The Evaluation Contractor will be selected through a RFP. The Training and Technical Assistance will be selected through a RFP. The Systems Analysis/Data Integration will be selected through an RFQ. And there will be a contract with UCSF Child Trauma Research Project.

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

YES

d. Is this likely to be a one-time or ongoing request for contracting out?

On-going once planning phase moves into project implementation.

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $

b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [X] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s) [ ] Existing Structure(s) [ ] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s) [ ] Rehabilitated Structure(s) [ ] New Program(s) or Service(s)

[ ] New Site(s) [ ] New Structure(s)

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Bill Kramer
(Bill Kramer)

Date Reviewed: 3-30-00

Department Approval: Deborah Alvarez-Rodriquez (Director)

(Signature)

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, May 02, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

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AGENDA CHANGES

REGULAR AGENDA

1. 000724 **[Establishing a revolving loan fund to pay for verified funeral/burial expenses and emergency relocation for victims of domestic violence]**

   Resolution authorizing the District Attorney to retroactively accept and expend funds in the amount of $30,000 which have been allocated from the State Board of Control Victims of Crime Program, an agent of the State of California, for a revolving loan fund to be used to pay for verified funeral/burial expenses and emergency relocation for victims of domestic violence. (District Attorney)

   4/19/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 000736 **[Golden Gate Family Residence]**

   Ordinance exempting the 260 Golden Gate Family Residence from the competitive bidding requirements of the San Francisco Administrative Code. (Human Services Department)

   4/19/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 991315 **[Amending Administrative Code, Residential Rent Control Chapter, to include the technical changes to conform local law with the State Costa-Hawkins Rental Housing Act]**

Ordinance amending San Francisco Administrative Code Chapter 37 "Residential Rent Stabilization and Arbitration Ordinance" by amending Sections 37.2 and 37.3 in order to implement and conform to the Costa-Hawkins Rental Housing Act (California Civil Code Sections 1954.50, et seq.), by removing the rental rates of most single-family homes and condominiums from rent control after specified dates, and by authorizing rent increases in rent controlled units upon specified subletting or assignment. However, specified units with serious long-term health, safety, fire or Building Code violations are excluded; unless a tenant who is party to a rent/lease agreement notifies the owner in writing, an owner's acceptance of rent does not waive the owner's right to establish initial rent or to enforce a sublease/assignment prohibition; termination or nonrenewal of an owner's contract or recorded agreement with a government agency that provides rent limitations for qualified tenant(s) requires 90 days written notice to the tenant(s). and the owner may not set the initial rent for the affected unit for three years except as specified. Also, amending San Francisco Administrative Code Chapter 37A "Residential Rent Stabilization and Arbitration Fee" by amending Section 37A.1 to provide that the fees remain applicable to defined units that are exempt from the rent control provisions but not from the other provisions of Chapter 37. (Rent Stabilization and Arbitration Board)

(Amends Sections 37.2, 37.3, 37A.1)

7/2/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

9/21/99, CONTINUED TO CALL OF THE CHAIR. Heard in Committee. Speakers: Joseph Grubb, Executive Director, Residential Rent Stabilization and Arbitration Board; Ted Lakey, Deputy City Attorney.

11/19/99, SUBSTITUTED. Substituted by City Attorney 11/19/99, bearing new title.

11/19/99, ASSIGNED to Housing and Social Policy Committee.

12/21/99, CONTINUED TO CALL OF THE CHAIR. Heard in Committee. Speakers: Joseph Grubb, Executive Director, Residential Rent Stabilization and Arbitration Board; Ted Gullicksen, San Francisco Tenants Union; Ernestine Weiss; Marie Blits, Deputy City Attorney; Theodore Lakey, Deputy City Attorney; Robert Pender, San Francisco Tenants Network; Dorice Murphy.

4. 000618 **[Major sidewalk encroachment to construct a concrete driveway and related improvements to provide access to a new residence at 101 Poppy Lane]**

Resolution granting revocable permission to Patricia F. Reilly to construct a new privately maintained concrete driveway and related improvements including curbs, gutters, new utilities, piers and retaining walls to maintain appropriate grades and to provide access to a proposed new residence at 101 Poppy Lane (Block 6713, Lot 56) and adopting findings pursuant to Planning Code Section 101.1. (Public Works Department)

4/6/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

/a/

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

There are no items now pending under the 30 day rule.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

[Budget Analyst Report]
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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

April 27, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: May 2, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 00-0724

Department:	District Attorney
Item:	Resolution authorizing the District Attorney to retroactively accept and expend funds in the amount of $30,000 which have been allocated from the State Board of Control, Victims of Crime Program, an agent of the State of California, for a revolving loan fund to be used to pay relocation costs for victims of domestic violence and funeral/burial costs for victims of homicide.
Amount:	$30,000
Source of Funds:	California State Board of Control
Contract Period:	According to Ms. Tricia Stapelton of the District Attorney's Office, the subject revolving loan fund would become active once the Board of Supervisors approves the

proposed resolution. Ms. Stapelton advises that the proposed revolving loan fund would continue indefinitely.

Project: Funeral/Burial Revolving Loan Fund

Description: The proposed payment of $30,000 from the California State Board of Control would establish a revolving loan fund through the District Attorney's Victim Witness Assistance Program to pay relocation costs for victims of domestic violence and funeral/burial costs for victims of homicide.

According to Ms. Stapelton, the State Board of Control's Victims of Crime Program currently pays for the funeral/burial costs and emergency relocation costs of eligible victims. However, Ms. Stapleton reports that the State generally takes 30 to 120 days to process an application for such payments, thus requiring that eligible victims cover the costs themselves and wait to be reimbursed by the State. The proposed resolution would allow the District Attorney's Office to administer a revolving fund of State money to pay immediately the burial/funeral and emergency relocation costs of eligible victims. The State Victims of Crime Program would then reimburse the loan fund for any such payments made to eligible victims, once the State fully processed the applications of those eligible victims.

Budget: The maximum amount contained in the subject revolving loan fund at any one time would $30,000. The State Board of Control would reimburse the loan fund for any payments made to eligible victims.

Required Match: None

Indirect Costs: None

Comments: 1. According to Ms. Stapelton, the proposed resolution would pose minimal cost to the City. The District Attorney's Office already helps victims of violence apply for the State Victims of Crime Program. The proposed revolving loan fund would only expedite the process already in place. Ms. Stapelton advises that any

additional costs would be absorbed in the District Attorney's budget.

2. Ms. Stapelton advises that the District Attorney's Office has procedures in place to ensure that any monies paid from the proposed revolving loan fund will be reimbursed by the State. Ms. Stapelton reports that the District Attorney's Office has specially-trained staff to review applications for the State Victims of Crime Program, and only those applicants that are clearly eligible for the State program would receive immediate payment from the proposed revolving loan fund. Any victims who are not clearly eligible for the State program would not receive payment from the proposed revolving loan fund. Instead, these victims would be required to undergo the regular and more time-consuming State application process before receiving reimbursement for their funeral/burial or relocation costs.

3. Ms. Stapelton advises that the District Attorney's Office submitted the subject resolution because the State Board of Control requires Board of Supervisors approval.

4. According to Ms. Stapelton, the District Attorney's Office has already received from the State Board of Control the $30,000 for the subject revolving loan fund, and therefore the proposed resolution would authorize retroactive acceptance of such funds. Ms. Stapelton advises that the District Attorney's Office has not yet expended any of these funds.

5. The Attachment to this report is a Grant Application Information Form, provided by the District Attorney's Office.

6. The District Attorney's Office has prepared a Disability Access Checklist, which is on file with the Clerk of the Board.

Recommendation: Approve the proposed resolution.

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Funeral/Burial Revolving Loan Fund

2. Department: District Attorney's Office

3. Contact Person: Tricia Stapleton Telephone: 415-551-9543

4. Grant Approval Status (check one):

[x] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $30,000

6a. Matching Funds Required: $ n/a
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: State Board of Control
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary: Establishment of a revolving loan fund through the District Attorney's Victim Witness Assistance Program to be used to pay for verified Funeral/Burial expenses and Emergency Relocation for victims of domestic violence.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: n/a End-Date: n/a

10. Number of new positions created and funded: n/a

11. If new positions are created, explain the disposition of employees once the grant ends?

12a. Amount budgeted for contractual services: n/a

b. Will contractual services be put out to bid? n/a

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? n/a

d. Is this likely to be a one-time or ongoing request for contracting out? n/a

13a. Does the budget include indirect costs? [ ] Yes [x] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[x] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments: The fund would establish a process by which the County may pay providers expeditiously and increase the ability to service victims of crime.

"Disability Access Checklist"*

15. This Grant is intended for activities at (check all that apply):

[x] Existing Site(s) [x] Existing Structure(s) [x] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s) [ ] Rehabilitated Structure(s) [ ] New Program(s) or Service(s)
[ ] New Site(s) [ ] New Structure(s)

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability
Reviewer:_____
(Name)

Date Reviewed:_____

Department Approval: Terence Hallinan (Name) District Attorney (Title)

(Signature)

Item 2 – File 00-0736

Department: Department of Human Services (DHS)
Department of Public Works (DPW)

Item: Ordinance exempting the 260 Golden Gate Family Residence from the competitive bidding requirements of the San Francisco Administrative Code.

Description: During the Fiscal Year 1999-2000 budget hearings, the Finance and Labor Committee recommended, and the full Board of Supervisors approved, that $1,300,000 be placed on reserve for a new family residence facility in the City-owned property at 260 Golden Gate Avenue, formerly the Fire Department's administrative headquarters. The Board of Supervisors placed the $1,300,000 on reserve pending: (a) a public hearing conducted by the Human Services Commission, in accordance with Proposition I, which requires public input when a new social service facility is proposed, and (b) the submission of additional budget details to the Finance and Labor Committee. In September of 1999, the Finance and Labor Committee approved the release of the $1,300,000 in reserved funds for renovations and operational costs.

The Department of Human Services (DHS) is now moving forward with its plans to renovate the property at 260 Golden Gate Avenue from its previous office space use to living and program space for the family residence facility. The subject ordinance would authorize the Board of Supervisors to grant the 260 Golden Gate Family Residence an exemption to waive the normal competitive bidding requirements outlined in the Administrative Code.

According to Ms. Michele Byrd of DHS, DHS is requesting this exemption in order to expedite renovations and to have the new residence complete and ready to house families before the Winter of 2000-2001, as stated in Attachment I, provided by DHS. The proposed ordinance authorizes the Department of Public Works (DPW) to award contracts for the construction necessary to renovate 260 Golden Gate Avenue based upon quotes,

rather than formal bids. The proposed ordinance outlines the following procedures for DPW:

- DPW will obtain quotes from no fewer than three firms for each contract.
- DPW will award each contract to the responsible bidder offering the lowest quotes.
- DPW will maintain records of its requests for quotations, and maintain records of which firms submitted quotes.
- DPW will collaborate with the Human Rights Commission (HRC) to identify HRC-certified MBE/WBE contractors qualified to perform the work, and DPW will make every effort to provide qualified MBE/WBE firms the opportunity to submit quotes.
- DPW shall comply with all applicable requirements of Chapter 6 of the Administrative Code not specifically waived in the proposed ordinance.

According to Ms. Byrd, the emergency family residence would provide homeless families and homeless pregnant women temporary residence for up to six months. Ms. Byrd advises that the residence would house from 31 to 35 families at time (a maximum of 154 beds), serving approximately 70 to 85 homeless families annually. (Attachment II, provided by DHS, describes the City's current bed capacity for similar family residences.)

Budget:

The estimated total cost for renovating 260 Golden Gate Avenue is $1,782,049. Attachment III, provided by DHS, contains budget details. (See Comment No. 4.)

Source of Funds:

According to Ms. Byrd, DHS has $1,648,863 in funds available to renovate 260 Golden Gate Avenue. Ms. Byrd advises that the source of these funds is as follows:

Reserved Funds (Released in September 1999)	$1,300,000
Funds allocated to the subject renovations, carried over from the DHS FY 1998-1999 budget	200,000
Estimated savings from other homeless programs in the DHS FY 1999-2000 budget	148,863
Total Funds Available	**$1,648,863**

Comments:

1. According to Ms. Byrd, DHS has awarded a contract to the Hamilton Family Center in the amount of $1,193,079 to operate the proposed Golden Gate Family Residence facility during Fiscal Year 2000-2001 (See Comment No. 3). The Hamilton Family Center is a non-profit organization, which currently operates the Hamilton Family Center shelter on Waller Street. According to Ms. Byrd, DHS selected Hamilton Family Shelter on a sole-source basis because of the organization's experience running family emergency housing residences, similar to the one proposed for 260 Golden Gate Avenue. Ms. Byrd advises that the average cost per bed would be approximately $22 per bed per day, or $645 per bed per month ($7,747 annually.)

2. According to Ms. Byrd, and as previously noted, DHS estimates the cost of operating the proposed Golden Gate Family Residence facility to be $1,193,079 for Fiscal Year 2000-2001. Ms. Byrd advises that these funds are included in the DHS budget request for Fiscal Year 2000-2001. According to Ms. Byrd, funding for future years will be included in future DHS budget requests.

3. The Budget Analyst notes that the budget provided by DHS for the $1,193,079 in operational costs for the subject family residence facility, included in the DHS Fiscal Year 2000-2001 budget request, is based upon the entire 12 months of the fiscal year. However, according to DHS, the family residence facility will not begin operating until approximately November of 2000, requiring DHS to fund operational costs for only eight months of Fiscal Year 2000-2001. Eight months of operating costs, based upon the annual budget of $1,193,079, would cost an estimated $795,386, or $397,693 less than what DHS has budgeted to operate the facility for the entire year. (This calculation, however, does not include start-up costs.)

4. The Budget Analyst notes that the DHS cost estimates of $1,782,049 to renovate 260 Golden Gate Avenue exceed the $1,648,863 in DHS funds available for the project by $133,186. As stated in Attachment I, Ms. Byrd advises that DHS plans to make up this estimated shortfall of $133,186 by: (1) modifying renovation plans to reduce costs, and (2) transferring unused funds from the $1,193,079 budgeted for operational costs in Fiscal Year 2000-2001 (See Comment No. 3 above).

5. Ms. Byrd advises that the Department of Public Works, which is authorized to award a construction contract for the subject renovations, would request quotes from firms for the subject contract for renovating 260 Golden Gate Avenue on July 10, 2000. According to Ms. Byrd, DHS anticipates awarding the construction contract by July 28, 2000. Ms. Byrd advises that DHS anticipates that construction at 260 Golden Gate Avenue will begin July 31, 2000 and be completed by late October of 2000. DHS thus estimates that the emergency family residence could begin operation in November of 2000.

6. As previously noted, DHS is requesting that 260 Golden Gate Avenue be exempted from the formal competitive bidding process in order to expedite the renovations and allow the emergency family residence to begin operating before the Winter of 2000-2001. According to Ms. Byrd, if DHS were to proceed with a formal competitive bidding process, as required by the Administrative Code, renovations of the facility would be stalled by approximately three to four months, delaying the opening of the new residence facility until approximately February or March of 2001. The Budget Analyst notes that the Finance and Labor Committee released the $1,300,000 in reserved funds for this project in September of 1999. Ms. Byrd advises that planning for the subject renovations was delayed by the need to first determine whether the facility would also need seismic upgrades, as stated in Attachment I.

7. According to Ms. Byrd, DHS would conduct outreach to encourage quotes from contractors with MBE/WBE certification, with experience hiring low-income City

residents, and with experience in converting office space to living quarters.

8. According to Ms. Taylor Emerson of the Mayor's Office, the use of the facility at 260 Golden Gate Avenue as a family residence was recommended in the Mayor's proposed Fiscal Year 1999-2000 budget because the proposed family residence represents a higher priority than other potential uses of the City-owned facility at 260 Golden Gate Avenue, which was formerly used as office space by the Fire Department.

9. In summary, the Budget Analyst notes that: (1) DHS requests to waive the required competitive bidding process in order to complete renovations of the proposed family emergency residence before the Winter of 2000-2001; (2) DHS estimates that the construction phase of the proposed family residence shelter will take approximately three months; (3) DHS advises that proceeding with the formal bidding process would delay construction by approximately three to four months, and thus delay the opening of the family residence until approximately February or March of 2001; (4) the operator of the proposed family residence, Hamilton Family Center, was selected on a sole-source basis; (5) the $1,193,079 contract with Hamilton Family Center and budget to operate the family residence during Fiscal Year 2000-2001 is based on 12 months, rather than the approximate eight months the facility will operate during that fiscal year; (6) the estimated construction costs of $1,782,049 are $133,186 more than the $1,648,863 DHS currently has available for the construction project. The Budget Analyst thus considers passage of the proposed ordinance to waive the required competitive bidding process to be a policy matter for the Board of Supervisors.

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors, in accordance with Comment No. 9 above.

City and County of San Francisco **Department of Human Services**

To: Housing and Social Policy Committee
Board of Supervisors

From: Michele Byrd
Department of Human Services

Date: April 27, 2000

Re: 260 Golden Gate Family Ordinance
Attachment I

As stated in the ordinance, in order to alleviate the pressure on the family emergency shelter system, move homeless families off the waiting list, and comply with the Board's no "turn away" policy, it is imperative that the renovations at 260 Golden Gate are done as quickly and as cost effectively as possible.

Additionally, Hamilton will be operating the Family Winter Shelter and in order to do so, they need to make space available at their Waller Street site and this can only happen if 260 Golden Gate is open.

Ideally the 260 Golden Gate Family Residence should be operational by winter. Under the formal competitive bid process required by the S.F. Administrative Code, the renovation work would not start for 3-4 months which would not allow for the family residence to open prior to the winter months.

The proposed ordinance would exempt the 260 Golden Gate Family Residence from the competitive bidding requirements of the S.F. Administrative Code and save at least 3 months, which would allow the family residence to open prior to the winter months.

There has not been a delay in the planning process for the 260 Golden Gate Family Residence. Before the project could proceed, there had to be a determination of whether or not the building would require any seismic upgrade. In order to determine this, an assessment of the building had to take place. Once the assessment was completed and the project had a green light to proceed, the project has moved at a rapid pace.

City and County of San Francisco **Department of Human Services**

To: Housing and Social Policy Committee
Board of Supervisors

From: Michele Byrd
Department of Human Services

Date: April 27, 2000

Re: 260 Golden Gate Family Ordinance
Attachment II

The emergency shelters are temporary emergency housing for families with a stay of 90 days with a possible extension of 90 days. Services consist of case management, required savings, a children's program, and housing assistance with the goal of moving families into permanent or transitional housing.

The family emergency shelter system currently has 248 beds. This figure is calculated by either counting beds (like at Hamilton - Waller Street), or by counting individual shelter rooms and multiplying that by three (as an average):

Compass Family Center - 23 rooms x 3 = 69 beds
Hamilton Waller - 54 beds
St. Joseph's - 65 beds
Connecting Point emergency hotel rooms - 20 x3 = 60
Total = 248

The actual number of individuals that can be accommodated may be higher, since some rooms hold more than three people as with Hamilton that requires children under the age of 4 sleep with their parent.

The average Connecting Point waiting list has 80-100 families on it at any given time. The total consists of the number of people who called the hotline and completed a phone intake, plus the number of people who have completed assessments.

In the last few years there has been no elimination of permanent beds in the family emergency system.

A G E

PRELIMINARY ESTIMATE OF CONSTRUCTION COST

260 Golden Gate Avenue, San Francisco
March 18, 2000

Division	Item	Cost Per Sq Ft.	% of Work	Comments
Division I	General Conditions	$4.50	7.9%	
Division II	Sitework	$4.00	7.0%	
	Demolition			See Note 5
Division III	Concrete	$1.60	2.8%	See Note 4
Division IV	Masonry/Stone	$0.10	0.2%	
Division V	Metals	$1.25	2.2%	See Note 8
Division VI	Woods & Plastics	$1.60	2.8%	See Note 3
	Finish Carpentry			
	Cabinetry			
Division VII	Thermal & Moisture	$4.00	7.0%	See Note 4,9
Division VIII	Doors & Windows	$5.75	10.1%	
	Doors			
	Windows			
	Glass & Glazing			
Division IX	Finishes	$16.75	29.3%	
	Rough Carpentry			includes Drywall
	Flooring			
	Ceramic Tile			
	Painting			
Division X	Specialties	$1.75	3.1%	
	Toilet Partitions &			
	Accessories			
Division XI	Equipment	$1.85	3.2%	
	Kitchen Equipment			
	Laundry Equipment			
Division XII	Furnishings			
	(Not included)			

Source: Department of Human Service

A U E

#1

Division	Item	Cost Per Sq Ft.	% of Work	Comments
Division XIII	Special Construction			
	(Not used)			
Division XIV	Conveying Systems			
	(Not used)			
Division XV	Mechanical	$6.64	11.6%	Note 7 applies
	(See Mechanical Estimate)			
Division XVI	Electrical	$7.37	12.9%	See Note 7
	(See Electrical Estimate)			
	Sub-Total, $/Sq. Ft.:	$57.16	100.00%	
	Building Area:	27,110 S.F.		See Note 2
	Sub-Total:	$1,549,607.60		
	Contingency: 5%	$77,480.38		
	Profit/Overhead:10%	$154,960.76		
	TOTAL:	$1,782,048.74	$65.73	/Sq. Foot
		SEE NOTES & EXCLUSIONS, ATTACHED		

Item 3 – File 99-1315

Note: This item was continued by the Housing and Social Policy Committee at its meeting of December 21, 1999.

Department: Rent Arbitration Board

Item: Ordinance amending the Administrative Code Chapter 37 (Residential Rent Stabilization and Arbitration Ordinance) by amending sections 37.2 and 37.3 in order to implement and conform to the Costa-Hawkins Rental Housing Act (California Civil Code Sections 1954.50, et seq.), including provision of property owner rights to establish initial and subsequent rental rates for separately alienable parcels, and including conditions for establishing the initial rental rate upon sublet or assignment; and amending San Francisco Administrative Code Chapter 37A (Residential Rent Stabilization and Arbitration Fee) by amending Section 37A.1, to provide that Chapter 37A fees remain applicable to defined residential units which are exempt from the rent increase limitation provisions of Chapter 37 but which are not exempt from other provisions of Chapter 37 pursuant to the Costa-Hawkins Rental Housing Act and/or its implementing provisions as contained in San Francisco Administrative Code Section 37.3(a)(8).

Description:

Chapter 37

The proposed amendments of Administrative Code Sections 37.2 and 37.3 are necessary to bring the City into compliance with the Costa-Hawkins Rental Housing Act (California Civil Code Sections 1954.50, et seq., hereinafter, 'Act'). Such amendments include: (1) provision of property owner rights to establish initial and subsequent rental rates for single-family homes and condominiums, and include conditions for establishing the initial rental rate upon sublet or assignment; and, (2) technical, non-substantive provisions.

According to Ms. Marie Blits, Deputy City Attorney, the principal legislative effects of the Costa-Hawkins Rental Housing Act were: (1) to establish vacancy decontrol as the statewide standard for rent control regulation in California; and, (2) to exempt single-family homes and condominiums from the rent increase limitations of rent control regulation. Under vacancy decontrol, landlords are permitted to raise rents to the current market level as units are vacated. According to Ms. Blits and Mr. Joe Grubb, Executive Director, of the Rent Arbitration Board, the City will not be significantly impacted by the vacancy decontrol provision since vacancy control has never been part of the City's Residential Rent Stabilization and Arbitration Ordinance (hereinafter, 'Rent Ordinance') and therefore all landlords have been permitted to raise rents to the current market level as units were vacated.

According to Mr. Grubb, the exemption provision for separately alienable parcels in the Act eliminated rent control or rent stabilization of rental rates for any single-family home or condominium; however, other rent control provisions do still apply. The Act imposed a three-year phase-in of the exemption of single-family or condominium units, whereby any tenant who was in residence in these units prior to January 1, 1996 and who was subject to rent control would continue to be subject to rent control until such tenants moved out. Tenants, who moved into such units after January 1, 1996, would be subject to rent increases without limitation following January 1, 1999.

Chapter 37A

Each owner of a residential rental unit in the City, with the exception of specific non-profit entities, residential care facilities, Section 8 housing, and residential units constructed since June 1979, is required under Chapter 37A of the Administrative Code to pay an annual Rent Stabilization and Arbitration Fee for each unit. The fee for each rental unit is calculated annually by determining the total projected annual cost of funding the Rent Arbitration Board divided by the total number of rental units estimated to pay the fee. As reported by the Rent Arbitration Board, such an annual fee cannot currently exceed $16 per rental unit.

Under the proposed ordinance, Chapter 37A will be amended such that the $16 rental unit fee will still be assessed on properties otherwise exempt from the rent increase limitation provisions (but not other provisions) of Chapter 37 pursuant to the Costa-Hawkins Rental Housing Act (Civil Code §§1954.50, et seq.) and/or San Francisco Administrative Code §37.3(a)(8).

Comments:

1. Mr. Grubb reported that under the proposed amendments, the Rent Arbitration Board would have no appreciable increase in workflow, nor should there be any increased costs incurred by the City due to these amendments.

2. Mr. Grubb reported that under the proposed amendments, the Rent Arbitration Board would not experience any decrease in fee revenues since units partially exempted by Costa-Hawkins can still be assessed the Chapter 37A fees.

3. Ms. Blits reported that under the proposed amendments, the City Attorney's Office is not expected to see any appreciable increase in workflow, nor should there be any increased costs incurred by the City due to these amendments.

4. Ms. Blits has concurred with the Budget Analyst that the proposed ordinance should be amended to correct a clerical omission pertaining to San Francisco Administrative Code §37.2(v), that is the inclusion of the Utilities definition.

Recommendations:

1. Amend the proposed ordinance to include San Francisco Administrative Code §37.2(v) pertaining to the definition of Utilities.

2. Approval of the proposed ordinance, as amended is a policy matter for the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
Clerk of the Board
Controller
Stephen Kawa

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Monday, May 08, 2000 | **12:00 PM** | **City Hall, Room 263**

Special Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
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AGENDA CHANGES

REGULAR AGENDA

1. 000762 **[Supporting Alternative Site for 1970 Carroll Avenue State Parole Office]**
Supervisors Teng, Yaki, Brown, Becerril, Bierman, Katz, Kaufman, Newsom, Yee, Ammiano
Resolution supporting the Bayview/Visitacion Valley community and urging the State Department of Corrections to seek alternate sites for the location of the State Parole Office.

4/24/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

The Chair intends to request the committee to send this item to the full Board as a committee report for consideration on May 8, 2000.

ADJOURNMENT

IMPORTANT INFORMATION

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LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

000797 **[Police Code - Taxi Driver Permits]**

Supervisor Newsom

Ordinance amending Chapter VIII, Article 16, of Part II of the San Francisco Municipal Code (Police Code), by amending Section 1089, to disqualify applicants for taxi driver permits who have been convicted of certain felony crimes within a four-year period immediately preceding their applications.

(Amends Section 1089.)

5/1/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 5/31/2000.

000798 **[Police Code - Ramped Taxicab Medallions]**

Ordinance amending Article 16, Division IIA, of Part II, Chapter VIII, of the San Francisco Municipal Code (Police Code), by amending Section 11481.1, to establish a preference for current full-time drivers of ramped taxis in the award of ramped taxi medallions. (Taxi Commission)

(Amends Section 11481.1.)

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HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

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City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, May 16, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

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AGENDA CHANGES

REGULAR AGENDA

1. 000828 **[Grant to increase the ability of the Police Planning and Research Division to implement an integrated Crime Data Analysis system using the most up-to-date technology]**

Resolution authorizing the Chief of Police of the City and County of San Francisco to accept technological equipment in the amount of $15,870.00 made available through the Environmental Systems Research Institute Inc. for a project designated "Livable Communities Law Enforcement Grant - Crime View." (Police Department)

5/2/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 000834 **[Grant intended to seek funding for technology equipment for crime suppression and prevention of internet fraud, grand theft and child exploitation]**

Resolution authorizing the Chief of Police for the City and County of San Francisco to accept and expend a grant in the amount of $468,640.00 from the Office of Criminal Justice Planning for the purchase of Technology equipment for the investigation, arrest and prosecution of high-tech crimes. (Police Department)

5/2/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 000618 **[Major sidewalk encroachment to construct a concrete driveway and related improvements to provide access to a new residence at 101 Poppy Lane]**

Resolution granting revocable permission to Patricia F. Reilly to construct a new privately maintained concrete driveway and related improvements including curbs, gutters, new utilities, piers and retaining walls to maintain appropriate grades and to provide access to a proposed new residence at 101 Poppy Lane (Block 6713, Lot 56) and adopting findings pursuant to Planning Code Section 101.1. (Public Works Department)

4/6/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.
5/2/00, CONTINUED. Speakers: None. Continued to May 16, 2000.

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

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FAX (415) 252-0461

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May 16, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: May 16, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 00-0828

Department: Police

Item: Resolution authorizing the Police Department to accept computer software and training in the amount of $15,870 made available through the Environmental Systems Research Institute, Inc. for a project designated "Livable Communities Law Enforcement Grant-Crime View."

Grant Amount: $15,870 in the form of computer software and training

Grant Period: February 1, 2000 to January 31, 2001 (One year)

Description: Environmental Systems Research Institute, Inc. (ESRI), of Redlands, California, a private company, has developed a computer software program titled "Livable Communities Law Enforcement – Crime View" that maps, tracks, and displays crime incidents using the most up-to-date computer technology. The program also tracks incident locations, landmarks, trends and patterns, police jurisdictions and other information. The Police Department's Planning and Research Unit would use this computer program to identify crime patterns and trends

in order to implement a new integrated and comprehensive approach to law enforcement and allocate existing Police Department resources where they are most needed.

Required Match: None

Indirect Costs: None

Comments:

1. According to Sergeant David Collins of the Police Department, only raw crime data is currently available to District Police Stations. This raw data is not organized and must be analyzed by District Station personnel without the use of a computer software program. The proposed computer software program from ESRI is designed to display crime information in a visual format and provide useful results that can be used by the Police Department to focus resources where incidents of crime have occurred.

2. The proposed grant period is February 1, 2000 through January 31, 2001. Sergeant Collins advises that the Department has already accepted the subject computer program. Therefore, the proposed resolution should be amended to authorize the Police Department to retroactively accept this grant.

3. A Grant Application Information Form, provided by the Police Department is attached to this report.

4. The Police Department has prepared a Disability Access Checklist which is on file with the Board of Supervisors.

5. According to Sergeant Collins, there are specific provisions required by ESRI for accepting the grant software and training from Environmental Systems Research Institute, Inc. For example, the Police Department is obligated by ESRI to develop a geographic information system database for parcels, street rights of way and street centerlines, and must make these databases available to other government agencies. Sergeant Collins notes that this database project is nearly completed. The Police Department is unable to estimate

the number of hours spent by staff to create these databases. The Police Department is also obligated to provide to ESRI a performance report on the status of the grant-funded project 12 months after the grant award.

6 Sergeant Collins advises that the subject computer software program is a stand-alone program and requires no additional enhancements for its operation. However, Sergeant Collins advises that ESRI has also developed enhanced overlay programs to this computer program that are available for purchase at an additional cost from the company. Sergeant Collins also states that the Police Department is considering purchasing such ESRI software programs to enhance the subject stand-alone program that was provided under this grant at a projected cost of between $75,000 to $95,000.

7. The Budget Analyst considers approval of the proposed resolution to be a policy matter for the Board of Supervisors because (1) the Department has already accepted the subject computer software program, (2) the subject computer software program is being provided by a private company, which also develops overlay programs that are enhancements to the subject computer program, for purchase at an additional cost from the company, and (3) the Department is considering purchasing such additional enhancement programs at a projected cost of between $75,000 to $95,000.

Recommendations:

1. Amend the proposed resolution to retroactively accept the computer program grant.

2. Approval of the proposed resolution, as amended, is a policy matter for the Board of Supervisors, in accordance with Comment No. 7.

File Number:_____

Grant Application Information Form

A document required toaccompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: San Francisco Police Department
2. Contact Person: Lt. Richard Perry Telephone: (415) 558-1101
3. Project Title: "Livable Communities Law Enforcement Grant Program – Crime View"
4. Grant Source Agency: Environmental Systems Research Institute Inc.
5. Type of Funds: ___ Federal ___ Federal-State(Pass Through) _ State ___ Local _X__ Private
6. Proposed (New/Continuation) Grant Project Summary:

The Environmental Systems Research Institute Inc. (ESRI) of Redlands California has awarded the San Francisco Police Department a technology equipment grant of computer software and training from its "Livable Communities Law Enforcement Grant Program. This technology will increase the ability of the Police Departments Planning and Research Division to implement an integrated Crime Data Analysis system to access, map, track and display crime incidents using the most up to date technology. This data will include incident locations, landmarks, police jurisdictions and other relevant location-based information. This new software will also allow the Police Department to analyze and establish crime patterns and trends.

7. Amount of Grant Funding Applied for: $15,870 (Fifteen Thousand Eight Hundred Seventy)
8. Maximum Funding Amount Available: $15,870 (Fifteen Thousand Eight Hundred Seventy)
9. Required Matching Funds? Yes: ___ No: _X_ / Cash or In-kind? _____

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:
   _____
10. Number of new positions created and funded: 0

11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible costs for this grant? Yes: _____ No: X

If yes, please identify the amount of $ in indirect costs?

13. Amount to be spent on contractual services: 0

14. a.) Will contractual services be put out to bid? N/A
If so, will contract services help to further the goals of the department's MBE/WBE requirements?

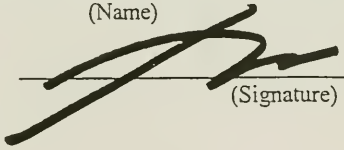
15. Is this likely to be a one-time or ongoing request for contracting out? One-time
16. Term of Grant: Start-Date: 02-01-2000 End Date: 01-31-2001

17. Date Department Notified of Available Funds: December/1999

18. Grant Application Due Date: 10/01/99

19. Grant Funding Guidelines and Options (selected from ESRI grant announcement.)

20. Department Head Approval: Fred H. Lau (Name) Chief of Police (Title)



(Signature)

Item 2 – File 00-0834

Department:	Police Department
Item:	Resolution authorizing the Chief of Police to accept and expend a grant in the amount of $468,640 from the State Office of Criminal Justice Planning for the investigation, arrest, and prosecution of high-tech crimes.
Grant Amount:	$468,640
Source of Funds:	State Office of Criminal Justice Planning (OCJP)
Grant Period:	May 1, 2000 through October 31, 2000 (six months)
Project:	California Law Enforcement Technical Equipment Purchase Program (CLETEP)
Description:	The subject resolution would authorize the Police Department to accept and expend $468,640 in grant funds from the State Office of Criminal Justice Planning (OCJP) for information technology to target high-tech crime. The Police Department would use the subject grant funds to purchase specialized computer hardware, forensic software and other related supplies needed for the investigation of high-tech crimes, such as fraud, patent infringements, thefts using the internet, and predatory crimes (stalking and pedophile cases).
Budget:	The Police Department would use the $468,640 in grant funds to buy specialized computer hardware, software, and related supplies. Attachment I to this report, provided by the Police Department, contains budget details.
Required Match:	None required.
Indirect Costs:	Indirect costs would be waived because OCJP does not allow for indirect costs for the subject grant.
Comments:	1. According to Mr. Tom Strong of the Police Department, the Police Department included a total increase of $130,000 for computer-related materials, supplies, and maintenance costs in its Fiscal Year 2000-2001 budget

request, of which a total of $6,500 is budgeted to fund costs related to the computer equipment provided by the subject grant. Mr. Strong advises that the Police Department included in its budget request: (1) an increase of $70,000 for computer-related maintenance, of which $3,500 is budgeted to fund costs associated with the subject grant, and (2) an increase of $60,000 for computer-related supplies, of which $3,000 is budgeted to fund costs associated with the subject grant. The Budget Analyst notes that the subject grant for $468,640 thus requires additional annual expenditures by the Police Department of an estimated $6,500.

2. Officer Phil Fleck of the Police Department advises that the Police Department has not yet received or expended any of the subject grant funds.

3. The subject resolution states that any liability arising from the performance of the subject grant agreement, including civil court actions for damages, shall be the responsibility of the City. The State of California and the OCJP disclaim responsibility for such liability. Ms. Margaret Baumgartner of the City Attorney's Office states that this is a standard form of indemnity for State-issued grants.

4. Attachment II is a Grant Application Information Form, provided by the Police Department.

5. The Police Department prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

Recommendation: Approve the proposed resolution.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
Clerk of the Board
Controller
Stephen Kawa

Qnty.	Equipment Description	Unit Cost	Line Item Subtotal
4	**HARDWARE:** ***Forensic computer Workstations; each to include:*** Pentium III based personal computer (500 MHz min.). Three ISA 16 bit expansion slots, five PCI expansion slots. Two EIDE controller ports. One standard floppy disk port. Two serial ports, one SPP/EPP/ECP parallel port and 2 USB ports. The motherboard must have auto-recognizing BIOS supporting LABA/LARGE and NORMAL mode hard drives A standard tower case with a minimum 400 watt power supply, eight 5/14-inch drive bay slots and 2 or more 31/2 inch floppy drive bay slots. Hard drives are mounted using slide racks . Three Eight gigabyte IDE hard drive to be configured as drive "c:" These will be the boot drive for mounting your working operating system and application software. These drives are mounted in slide racks. Each drive has a different operating system on them, Win98, Windows NT 4.0 and Linux 5.2. Three 20-40 gigabyte hard drives to be configured as drive "D". This is the "Forensic drive". These are the drives that you copy the bad guys' drive image on to for examinations. A single 31/2 floppy drives for loading software and reviewing floppy disks that are seized. Recordable CD-ROM drive to review CD with and make forensic storage copies of hard drives. Minimum 8X write speed.(Write Once NOT Re-Writable) Two I-Omega ZIP drives for loading software, making forensic copies and reviewing ZIP disks that are seized. 1 – 100mb, 1 –250mb(external o.k. USB or PCMCIA interface) An LS-120 drive for loading software, making forensic copies and reviewing LS-120 disks that are seized. Two I-Omega Jazz drives for loading software, making forensic copies and reviewing Jazz disks that are seized. 1 – 1 gigabyte, 1 –2 gigabyte.(External O.K.) Dual slot, 1-type 3, 1-type 2, SCSI interface, front load. A minimum of 256 megabytes of RAM memory,100mhz BUS minimum. A display card with a minimum of 16 megabytes of memory. A SoundBlaster AWE32 compatible sound card 2 Adaptec SCSI adapter cards, ISA or PCI bus compatible A parallel port drive case. A HP 4mm DAT drive (12/24 gigabyte) for digital tapes. Standard computer keyboard w/mouse	$ 7,600.00	$ 30,400.00
	Page Sub-Total:		$ 30,400.00
	TOTAL EQUIPMENT COST		see page 4

Qnty.	Equipment Description	Unit Cost	Line Item Subtotal
6	15-inch LCD flat panel monitors w/PC cables (4 for forensic units, 2 for servers)	$ 1,500.00	$ 9,000.00
1	HP Laser Jet 5000n w/ethernet printer and 64mb RAM upgrade	$ 3,000.00	$ 3,000.00
3	APC Smart UPS (backup power supply)	$ 500.00	$ 1,500.00
	Investigative Computer Workstations: For use in conducting Internet crime investigations/research/tracking. Each workstation to include		
8	Panasonic Toughbook Model 47, P3-450 mhz, 128mb RAM, 12gb HD, DVD-ROM drive, LS 120 Floppy, Win NT, 14.4" XGA (6 workstations; 2 portable forensic units)	$ 5,000.00	$ 40,000.00
6	Port-replicator	$ 300.00	$ 1,800.00
6	19-inch color monitor w/PC cables	$ 1,800.00	$ 10,800.00
8	Battery Charger	$ 175.00	$ 1,400.00
8	Li-ion battery (spare)	$ 250.00	$ 2,000.00
8	AC adapters for chargers	$ 99.00	$ 792.00
8	laptop computer bags	$ 75.00	$ 600.00
	Consumables:		
40	20 gigabyte hard drives for copying suspect drives for forensic examination	$ 200.00	$ 8,000.00
40	10 gigabyte hard drives for copying suspect drives for forensic examination and evidence storage	$ 100.00	$ 4,000.00
25	LS-120 disks	$ 10.00	$ 250.00
120	I-Omega 100mb ZIP disks	$ 10.00	$ 1,200.00
25	I-Omega JAZ 1 gigabyte disks	$ 100.00	$ 2,500.00
25	I-Omega JAZ 2 gigabyte disks	$ 95.00	$ 2,375.00
	Stand Alone Hardware		
12	Slide Racks	$ 20.00	$ 240.00
1	DAT tape drive	$ 1,228.00	$ 1,228.00
1	Digital video camera	$ 1,500.00	$ 1,500.00
1	Digital zoom still camera minimum 2.1 megapixel resolution	$ 1,000.00	$ 1,000.00
1	Phone test toners	$ 250.00	$ 250.00
1	Diagnostic line network tools.	$ 100.00	$ 100.00
1	Magnitometer	$ 150.00	$ 150.00
1	Web Server (PC) P3-600mhz, 256mb RAM, 2.1gb, 10k rpm Hard Drives	$ 7,000.00	$ 7,000.00
1	File Server (PC) P3-Xeon 800mhz, 256mb RAM, 2-18gb, 10K rpm hard drives	$ 7,600.00	$ 7,600.00
	Page Sub-Total:		$ 108,285.00
	TOTAL EQUIPMENT COST		see page 4

Qnty.	Equipment Description	Unit Cost	Line Item Subtotal
4	Cisco 2621 Multi-service Router - base unt	$ 2,490.00	$ 9,960.00
4	Cisco SmartNet Maitenance 24x7x4	$ 720.00	$ 2,880.00
1	HUBS – CISCO – 1538M 8-port 10/10	$ 620.00	$ 620.00
1	Cisco 24-port 10/100 switch - base unit	$ 1,950.00	$ 1,950.00
1	Cisco SmartNet Maitenance 24x7x4	$ 560.00	$ 560.00
2	Apple Macintosh Workstations Mac G4-500 system 27gb, DVD, Zip(Forensic investigations only)	$ 4,000.00	$ 8,000.00
2	19-inch computer monitors	$ 1,500.00	$ 3,000.00
2	Lockable computer server cabinets	$ 800.00	$ 1,600.00
2	Clarion 141gb (3-47gb disc array) disc array: For Task Force use in RAID Network Storage System and Imaging controller	$ 25,245.00	$ 50,490.00
1	Item: Fuji Frontier 350 (SP-1500) Digital Mini-Lab w/Imaging Controller including CD-W drive Zip drive Jazz drive 3 ½ floppy drive PC card reader Smart card reader Film carriers – multi format ad NC135Y Film Masks – 35 mm, 6x4.5cm and 6x6cm Tape	$ 200,000.00	$ 200,000.00
	Duplex Scanner Fuji, Duplex, hopper fed, flatbed color scanner Min resolution 300dpi.	$ 3,000.00	$ 3,000.00
	Page Sub-Total		$ 282,060.00
	TOTAL EQUIPMENT COST		see page 4

Qnty.	Equipment Description	Unit Cost	Line Item Subtotal
	SOFTWARE:		
	Drive Duplication Software		
4	Safeback; Sydex; Drive to drive; drive to tape, segmented (PC)@$250.ea	$ 250.00	$ 1,000.00
4	Snapback; Columbia; Drive to drive; drive to tape; segmented	$ 200.00	$ 800.00
	File & Keyword Searching Utilities		
4	NTI Law Enforcement Evidence Suite	$ 300.00	$ 1,200.00
4	NTI- Disk search 32 Forensic Suite	$ 350.00	$ 1,400.00
4	NTI-NTFS Suite (Win NT Tools)	$ 700.00	$ 2,800.00
4	ANA disk-Sydex Diskette viewer	$ 75.00	$ 300.00
4	View Disk - Sydex	$ 75.00	$ 300.00
	Operating Systems		
2	MAC OS:Series 7.5 THRU 9.0	$ 700.00	$ 1,400.00
4	NTFSDos	$ 50.00	$ 200.00
4	IHPFSDos	$ 50.00	$ 200.00
4	Dos 6.22	$ 50.00	$ 200.00
4	Windows 95a	$ 100.00	$ 400.00
4	Windows 95b	$ 100.00	$ 400.00
4	Windows 98	$ 100.00	$ 400.00
4	Windows98se	$ 150.00	$ 600.00
4	Windows 2000	$ 100.00	$ 400.00
4	Windows NT WorkStation3.51/4.0	$ 300.00	$ 1,200.00
4	Windows NT Server3.51/4.0	$ 300.00	$ 1,200.00
	RAID Network Storage System and Imaging software:		
1	Volume logix control, center based power path software	$ 16,000.00	$ 16,000.00
	Forensic specific examination software:		
3	Expert Witness (MAC); AR Data Recovery; Basic suite of Forensic tools	$ 1,500.00	$ 4,500.00
3	Encase Pro; Guidence Software, Basic suite of Forensic tools	$ 1,500.00	$ 4,500.00
3	ACL Forensic software; File search tool	$ 2,000.00	$ 6,000.00
	Password Crackers:		
1	Access Data; Access Data; Crackers for Word, Excel, Windows NT and ZIP	$ 1,675.00	$ 1,675.00
1	File Investigator; Roo Ware; Program to identify a file by header	$ 820.00	$ 820.00
	TOTAL SOFTWARE COST:		$ 47,395.00
	TOTAL HARDWARE COST:		$ 420,745.00
	TOTAL EQUIPMENT COST	$	468,640.00

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: California Law Enforcement Technology Equipment Purchase (CLETEP) Program

2. Department: San Francisco Police Department

3. Contact Person: Off. Philip Fleck Telephone: (415) 553-1120

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $468,640.00

6a. Matching Funds Required: $ 0.00
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: Office of Criminal Justice Planning
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary: This grant is intended to provide the SFPD High-Tech Crime Unit with the necessary technology equipment to forensically investigate high-tech crimes such as internet fraud/identity theft, grand theft, and child exploitation.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: 05/01/2000 End-Date: 10/31/2000

10. Number of new positions created and funded: 0

11. If new positions are created, explain the disposition of employees once the grant ends?

12a. Amount budgeted for contractual services: 0

b. Will contractual services be put out to bid?

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

d. Is this likely to be a one-time or ongoing request for contracting out? N/A

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[X] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[X] Existing Structure(s)	[X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: _____ (ADA COORDINATOR)
(Name)

Date Reviewed: _____

Department Approval: Fred H. Lau Chief of Police
(Name) (Title)

_____
(Signature)

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, June 06, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence

These items will be available for review at City Hall, Room 244, Reception Desk.

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AGENDA CHANGES

REGULAR AGENDA

1. 000913 **[State grant to provide comprehensive services to victims and witnesses of crime]**
Supervisor Bierman
Resolution authorizing the Department of the District Attorney to accept and expend a grant in the amount of $574,853 from the Office of Criminal Justice Planning for a project entitled the Victim Witness Assistance Program ("VWAP").
5/15/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 000965 **[State funds to provide naturalization services]**
Supervisor Teng
Resolution authorizing the Commission on the Aging to accept retroactively and expend a grant in the amount of $201,696 from the State of California Department of Community Services and Development for a Naturalization Services Program beginning May 1, 2000 and ending June 30, 2001.
5/22/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 000457 **[Crime in Western Addition]**
Supervisor Brown
Hearing to determine what is being done to curtail crime in the Western Addition, and to request a detailed police report on crime statistics for the Western Addition for the past 24 month period in response to the shooting death of 14 year old Devin Gross in the 1000 block of McAllister Street on Friday, March 10, 2000.
3/13/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.
4/18/00, CONTINUED TO CALL OF THE CHAIR. Speakers: None. Continued at the request of sponsor.

4. 000558 **[Monster Homes]**

Supervisor Leno

Hearing to consider neighborhood concerns of oversized project developments (Monster Homes) in residential areas.

3/27/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

000798 **[Police Code - Ramped Taxicab Medallions]**

Ordinance amending Article 16, Division IIA, of Part II, Chapter VIII, of the San Francisco Municipal Code (Police Code), by amending Section 11481.1, to establish a preference for current full-time drivers of ramped taxis in the award of ramped taxi medallions. (Taxi Commission)

(Amends Section 11481.1.)

5/1/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 6/7/2000.

000950 **[Restricting Access to Firearms Dealers]**

Supervisor Becerril

Ordinance amending Article 9 of the San Francisco Police Code by amending Section 613.1 by adding a definition of "firearm capable of being concealed upon the person," amending Section 613.10 to require licensed firearms dealers to post notices prohibiting entry by persons barred from purchasing or possessing firearms pursuant to State law, and adding a new Section 613.10-3 to prevent persons barred from purchasing or possessing firearms under State law from entering the premises of licensed firearm dealers.

(Amends Sections 613.1 and 613.10; adds Section 613.10-3.)

5/22/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 6/21/2000.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

[Budget Analyst Report]
Susan Hom
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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

May 31, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: June 6, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 00-0913

Department:	District Attorney
Item:	Resolution authorizing the District Attorney to accept and expend a grant in the amount of $574,853 from the California Office of Criminal Justice Planning for a project entitled The Victim and Witness Assistance Program ("VWAP").
Grant Period:	July 1, 2000 through June 30, 2001
Grant Amount:	$574,853
Sources of Funds:	California Office of Criminal Justice Planning
Required Match:	None.
Project:	Victim and Witness Assistance Program

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Description: Approval of this proposed resolution would allow the District Attorney's Office to accept and expend the subject grant funds in the amount of $574,853 to fund project staff and operating expenses for the 24th year of the Victim and Witness Assistance Program.

The Victim and Witness Assistance Program, administered by the District Attorney's Office, provides a broad range of services to victims of crime, including the following: (1) crisis intervention and emergency services (e.g., counseling and financial assistance); (2) information and referral services; (3) the filing of Victim of Crime Claim forms for compensation through the State Board of Control; (4) training and public awareness programs (e.g., presentations to community groups and public safety agencies) and (5) orientation to the local criminal justice agencies (e.g., provision of verbal or printed information to victims/witnesses on the location, procedures, and functions of local criminal justice agencies). According to Ms. Teresa Serata of the District Attorney's Office, these services are offered to the general victim population as well as victims with special needs including youth victims, rape victims, surviving family members of homicide victims and non-English speaking Chinese-American and Latino victims.

No. of Persons To be Served: Approximately 3,000 victims and witnesses of crime

Budget: The proposed FY 2000-2001 project budget of $574,853 is as follows:

Personnel Costs	Amount
8104 - Victim Witness Technician	$36,765
1823 - Senior Administrative Analyst	9,468
8129 - Victim Witness Investigators (7 positions)	248,422
8135 - Assistant Chief Investigators (2 positions)	98,507
8137 - Chief Investigator	40,919
Total Salaries:	$434,081
Fringe Benefits	115,715
Total Personnel Costs:	$549,796

Operating Expenses	
Photocopy	$4,508
Office Supplies	501
Postage	801
Telephone	5,009
Audit	5,750
Rental Costs	3,468
Travel	3,240
Other Supplies & maintenance	1,780
Total Operating Expenses:	$25,057
TOTAL BUDGET:	**$574,853**

Indirect Costs: The proposed resolution provides for a waiver of indirect costs so that such funds can be applied directly to program costs.

Comment: Attached is a Grant Information Form, provided by the District Attorney's Office.

Recommendation: Approve the proposed resolution.

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Victim Witness Assistance Program

2. Department: District Attorney's Office

3. Contact Person: Teresa Serata Telephone: 415/553-1895

4. Grant Approval Status (check one):

[ ] Approved by funding agency [x] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $574,853

6a. Matching Funds Required: $ N/A
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: Office of Criminal Justice Planning
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary: The victim and Witness Assistance Program provides comprehensive services to victims and witnesses of crime. During FY 2000-2001 approximately 3,000 new and continuing contact clients will receive crisis intervention, emergency assistance, court orientation and case information, criminal justice system advocacy, assistance in filing for compensation from the State Victims of Crime Program, as well as other supportive services, in order to assist them in recovering from the physical, emotional, and financial impact of crime.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: July 1, 2000 End-Date: June 30, 2001

10. Number of new positions created and funded: -0-

11. If new positions are created, explain the disposition of employees once the grant ends? This funding is a non-competitive annualized grant.

12a. Amount budgeted for contractual services: N/A

b. Will contractual services be put out to bid?

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?

13a. Does the budget include indirect costs? [ ] Yes [x] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [x] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments: Grantee must be designated by the Board of Supervisors as the agency delivering comprehensive services to crime victims. Legislatively mandated services are described in Section 13835 of the Penal Code. Grantee must also guarantee to provide: translation services at the request of victim, volunteer opportunities, field visits, services to the elderly, assistance with the victim compensation and confidentiality of counseling records. the grantor supplies administrative guidelines through the Office of Criminal justice Planning (OCJP) Grantee Handbook which is available to all grantees.

****Disability Access Checklist*****

15. This Grant is intended for activities at (check all that apply):

[x] Existing Site(s)	[x] Existing Structure(s)	[x] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability

Reviewer:_____
(Name)

Date Reviewed:_____

Department Approval: Teresa Serata Chief Financial Officer
(Name) (Title)

Teresa Serata
(Signature)

Item 2 – File 00-0965

Department: Commission on the Aging (COA)

Item: Resolution authorizing the Commission on the Aging to accept retroactively and expend a grant in the amount of $201,696 from the State of California Department of Community Services and Development for a Naturalization Services Program, beginning May 1, 2000 and ending June 30, 2001.

Grant Amount: $201,696

Source of Funds: California Department of Community Services and Development

Grant Period: May 1, 2000 through June 30, 2001 (14 months)
(See Comment No. 1)

Project: Naturalization Services Program

Description: The subject resolution would authorize the Commission on the Aging to accept and expend retroactively $201,696 in grant funds from the California Department of Community Services and Development for the Naturalization Services Program.

The Naturalization Services Program would provide naturalization services to an estimated 800 elderly clients, including outreach, intake, assessment, citizenship preparation, advocacy, and follow-up. According to Mr. Lawrence Ross of the Commission on the Aging (COA), a consortium of six non-profit organizations applied jointly for the subject grant funds and requested that the COA submit the application on their behalf. Mr. Ross advises that, as a result, the COA will not issue Requests for Proposals for services provided under the subject grant.

The six non-profits receiving funding from the subject grant of $201,696 include:

CONTRACTOR	AMOUNT
Chinese Newcomer	$23,379
International Institute of San Francisco	24,900
Jewish Family and Children's Services	52,153
La Raza Centro Legal	58,932
Self Help for the Elderly	27,667
Southeast Asian Community Center	14,665
Total	**$201,696**

Budget: Attachment I, provided by the COA, contains a budget for the $201,696 in grant funds.

Required Match: $50,424, or 25 percent of total grant of $201,696 (See Comment No. 2)

Indirect Costs: The Commission on the Aging requests that indirect costs be waived in order that all grant funds be applied to direct program costs.

Comments:

1. The subject grant commences on May 1, 2000 and terminates on June 30, 2001. Mr. Ross advises that the subject resolution requests retroactive authorization because the COA will reimburse the participating non-profit organizations for naturalization costs incurred in May of 2000, if the Board of Supervisors approves this resolution. According to Mr. Ross, the COA has not yet received or expended any of the subject grant funds.

2. The subject grant requires matching costs of $50,424, or 25 percent of the total grant of $201,696. According to Mr. Ross, these matching costs will be provided by each of the six participating service providers, based on 25 percent of the total subject grant funds received by each service provider. As shown in Attachment I, each of the participating service providers has agreed to contribute in-kind matching funds above the required 25 percent, for a total of $108,422, or 54 percent of the total grant of $201,696.

3. According to Mr. Ross, the $2,066 in Travel Costs listed in the budget in Attachment I ($1,095 in grant funds and $971 in matching funds) will be used to send one

representative from each of the six participating non-profit organizations to a conference in Sacramento held by the California Department of Community Services and Development.

4. Attachment II is a Grant Application Information Form, provided by the COA.

5. The COA has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since the participating non-profit agencies have already incurred costs for this project in May of 2000, in accordance with Comment No. 1 above.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
Clerk of the Board
Controller
Stephen Kawa

Naturalization Services Program
Revised 14 Month Budget
May 1, 2000 - June 30, 2001

Administration Costs	A. Budget	B. 25% Matching Funds	A.+B. Cumulative
Salaries and Wages	$ 5,117	$ 7,141	$ 12,258
Fringe Benefits	$ 186	$ 2,121	$ 2,307
Travel: In-state $	$ 69	$ 18	$ 88
Space (Rent/Lease)	$ 410	$ 168	$ 579
Consumable Supplies	$ -	$ 51	$ 51
Equipment Lease/Pur.	$ -	$ 40	$ 40
Consultant Services	$ -	$ -	$ -
Contract Services	$ 1,440	$ 194	$ 1,634
Other - Total (specify)			
Subtotal-Admin.	$ 7,223	$ 9,734	$ 16,956
Program Costs			
Travel: In-State $	$ 1,095	$ 971	$ 2,066
Space (Rent/Lease)	$ 12,652	$ 8,812	$ 21,464
Consumable Supplies	$ 2,852	$ 1,341	$ 4,193
Equipment Lease/Pur.	$ 1,837	$ 331	$ 2,168
Outreach Services	$ 16,661	$ 6,695	$ 23,355
Intake & Assessment	$ 60,005	$ 25,295	$ 85,300
Citizenship Prep.	$ 42,988	$ 28,740	$ 71,728
Advocacy/Follow-up	$ 54,806	$ 25,423	$ 80,229
Staff Dev./Training	$ 1,577	$ 1,101	$ 2,678
Subtotal-Program Cost	$ 194,473	$ 98,708	$ 293,182
Grand Total	$ 201,696	$ 108,442	$ 310,138

Source: Commission on the Aging

File Number:_____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: STATE OF CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT FOR A NATURALIZATION SERVICES PROGRAM

2. Department: Commission on the Aging

3. Contact Person: Lawrence M. Ross Telephone: (415) 864-6051

4. Grant Approval Status (check one):

   [x] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $201,696

6a. Matching Funds Required: 25% or $50,444
2. Source(s) of matching funds (if applicable): The various service providers are to raise the matching funds which can be cash or in-kind.

7a. Grant Source Agency: State of California Department of Community Services and Development
2. Grant Pass-Through Agency (if applicable): not applicable

8. Proposed Grant Project Summary:

   The Commission on the Aging is proposing to accept retroactively and expend a grant in the amount of $201,696 from the State of California Department of Community Services and Development Naturalization Services Program beginning *May 1, 2000 and ending June 30, 2001.* This program will provide naturalization services including outreach, intake and assessment, citizenship preparation, advocacy, and follow up through contracts with community based nonprofit organizations The Commission on the Aging is proposing that the entire amount of these funds be used for direct service contracts. California is paying service providers based upon the number of N400's processed. The COA is asking that the City waive all indirect costs on this grant.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

   Start-Date: May 1. 2000 End-Date: June 30, 2001

10. Number of new positions created and funded: none

11. If new positions are created, explain the disposition of employees once the grant ends? N/A

12a. Amount budgeted for contractual services: $201,696

2. Will contractual services be put out to bid? N/A, the application for funding was made by a consortium of private non-profit organizations who selected the COA to serve as its fiscal agent.

3. If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

4. Is this likely to be a one-time or ongoing request for contracting out? Although it is unclear at this time how the State will proceed in this program, this is the second year of the States Naturalization Program. It is the first year that the Commission on the Aging has been approached for these services

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [X] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[X] Existing Structure(s)	[X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Maria Guillen
(Name)

Date Reviewed: 5-11-00

Department Approval: [signature] Program Analyst/ADA Coordinator
(Name) (Title)

[signature]
(Signature)

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6/20/00

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, June 20, 2000 **10:00 AM** **City Hall, Legislative Chamber - Second Floor**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

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AGENDA CHANGES

REGULAR AGENDA

1. **000798** **[Police Code - Ramped Taxicab Medallions]**
Ordinance amending Article 16, Division IIA, of Part II, Chapter VIII, of the San Francisco Municipal Code (Police Code), by amending Section 1148.1, to establish a preference for current full-time drivers of ramped taxis in the award of ramped taxi medallions. (Taxi Commission)

(Amends Section 1148.1.)

5/1/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 6/7/2000.

2. **001048** **[Rental Housing Construction Program Contract Amendment (Dunleavy Plaza Apartments)]**
Resolution authorizing the Mayor to execute additional amendments and related documents required for the City's continued participation in the State's Rental Housing Construction Program. (Mayor)

6/1/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. **001057** **[Mortgage Credit Certificates for low and moderate income public school teachers and principals to become first time homebuyers in San Francisco]**
Supervisors Brown, Bierman
Resolution authorizing an application to the California Debt Limit Allocation Committee to permit the issuance of Mortgage Credit Certificates.

6/5/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. 001111 **[Mortgage Revenue Bonds, 1166-1188 Howard Street Affordable Housing]**
Supervisor Katz

Resolution declaring the intent of the City and County of San Francisco to reimburse certain expenditures from proceeds of future indebtedness; authorizing the Director of the Mayor's Office of Housing to submit an application and related documents to the California Debt Limit Allocation Committee to permit the issuance of qualified mortgage Bonds in an amount not to exceed $14,000,000; authorizing the Mayor's Office of Housing to direct Bank of America National Trust and Savings Association, acting trustee under an existing trust agreement, to hold and deposit in trust an amount not to exceed $70,000; authorizing the Director to certify that the City has on deposit the required amount; authorizing the Mayor's Office of Housing to pay an amount equal to the deposit to the State of California if the City fails to issue the qualified mortgage Bonds; and authorizing and directing the execution of any documents necessary to implement this Resolution; and ratifying and approving any action heretofore taken in connection with the project and the application.

6/12/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

000950 **[Restricting Access to Firearms Dealers]**
Supervisor Becerril

Ordinance amending Article 9 of the San Francisco Police Code by amending Section 613.1 by adding a definition of "firearm capable of being concealed upon the person," amending Section 613.10 to require licensed firearms dealers to post notices prohibiting entry by persons barred from purchasing or possessing firearms pursuant to State law, and adding a new Section 613.10-3 to prevent persons barred from purchasing or possessing firearms under State law from entering the premises of licensed firearm dealers.

(Amends Sections 613.1 and 613.10; adds Section 613.10-3.)

5/22/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 6/21/2000.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

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JUN 21 2000

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June 15, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: June 20, 2000 Housing and Social Policy Committee Meeting

Item 2 – File 00-1048

Department: Mayor's Office of Housing (MOH)

Item: Resolution authorizing the Mayor to execute additional amendments and related documents required for the City's continued participation in the State's Rental Housing Construction Program.

Description: The State's Rental Housing Construction Program, administered by the California Department of Housing and Community Development, provides two kinds of funding to participating local governments: (1) development payments to construct affordable rental housing developments; and (2) annuity payments to reduce rent levels in affordable rental housing developments.

Since 1981, the City has received a total of $3,618,404 from the State's Rental Housing Construction Program, including $2,502,070 in development payments and $1,116,334 in annuity payments. The $2,502,070 in development payments partially funded the construction of the Dunleavy Plaza Apartments, a 49-unit affordable

apartment property located in the Mission District, which was completed in 1985 and is owned by the Mission Housing Development Corporation, a non-profit organization.

In 1983, the Board of Supervisors authorized the Mayor to apply for, accept and administer up to $1,000,000 from the State's Rental Housing Construction Program in annuity payments to subsidize operating costs at the Dunleavy Plaza Apartments, thus reducing rents charged to tenants. According to Mr. John Hudson of the Mayor's Office of Housing (MOH), these annuity payments have averaged $60,000 per year. Mr. Hudson reports that as of 1999, the City had received a total of $1,116,334 in annuity payments since 1983, or $116,334 more than the amount approved by the City. The subject resolution would authorize the Mayor to accept and administer an unspecified amount of annuity payments beyond this $1,000,000 limit. According to Mr. Hudson, participation in the State Rental Housing Construction Program and the subject resolution authorizing the Mayor to accept payments from this Program would not require any additional General Fund monies. In addition, Mr. Hudson advises that the City authorizes annuity payments from the State, and then the State transfers those funds directly to the Mission Housing Development Corporation.

Comments:

1. As stated previously, as of 1999, the City had received a total of $1,116,334 in annuity payments since 1993, which was $116,334 more that the amount approved by the City. Therefore, the subject resolution should be amended to provide for retroactive authorization.

2. The Budget Analyst notes that the subject resolution authorizes the Mayor to accept and administer funds from the State's Rental Housing Construction Program for an indefinite amount of time and with no ceiling on the amount of funds the Mayor's Office would be authorized to receive, with no further approval required by the Board of Supervisors. According to Mr. Hudson, the Mayor's Office of Housing anticipates that State funding for the Dunleavy Plaza Apartments will continue until 2015, when the 30-year State program expires.

Recommendations: 1. Amend the proposed resolution to provide for retroactive authorization, in accordance with Comment No. 1 above.

2. Approval of the proposed resolution, as amended is a policy matter for the Board of Supervisors.

Item 3 – File 00-1057

Department: Mayor's Office of Housing (MOH)

Item: Resolution authorizing an application to the California Debt Limit Allocation Committee to permit the issuance of Mortgage Credit Certificates.

Amount: Not to exceed $5,000,000

Description: The Mortgage Credit Certificate (MCC) Program is designed to assist first-time home buyers in purchasing a single-family residence in San Francisco. The program is directed toward individuals and families who would not be able to purchase housing without receiving some financial assistance.

The MCC Program, which is a State-authorized program, provides assistance to first-time home buyers by allowing an eligible home purchaser to take an annual credit against Federal income taxes of a percentage of the annual mortgage interest payments on a single family residence or a duplex (see Comment 2). The percentage rate is established by the entity administering the program locally (in this case, the Mayor's Office of Housing), but may not exceed 50 percent of the mortgage interest. A home buyer who is awarded an MCC and who is also eligible for a tax credit on the interest expense paid on the mortgage, would still be able to deduct, for Federal income tax purposes, the remaining amount of the annual mortgage interest payments not claimed as a credit against the taxes in the usual manner. By reducing the Federal income tax burden, the home buyer is left with increased disposable income with which to cover mortgage payments.

In September 1993 the Board of Supervisors approved a resolution creating the City's MCC Program. The Mayor's Office of Housing (MOH) has been administering the MCC Program since January 1994, and has issued certificates or made reservations[1] for a total of 844 first-

[1] Ms. Badger states that 'reservations' arise in situations where MOH has approved an allocation for a Mortgage Credit Certificate, but the Certificate recipient's mortgage loan has not yet closed escrow.

time low and moderate income homebuyers. MOH has received nine allocations from CDLAC to issue MCCs for a total of $122.1 million in mortgages, and MOH has issued or reserved the total amount.

The proposed resolution would authorize the MOH to submit an application to the California Debt Limit Allocation Committee (CDLAC), the State agency which authorizes the amount of tax-exempt private-activity bonds and mortgage credit certificates which can be issued by local government agencies, for an additional allocation of Mortgage Credit Certificates in an amount not to exceed $5,000,000. These Mortgage Credit Certificates would be used to assist low- and moderate-income public school teachers and principals to become first-time home buyers, as stated in Attachment I, provided by MOH. In addition, the proposed resolution, in compliance with CDLAC regulations, would authorize: (a) the City to place 0.5 percent (one-half of one percent) of the requested allocation on deposit, in an amount not to exceed $100,000, in connection with the submission of the application to the CDLAC, and (b) the Director of the MOH to certify to CDLAC that such funds are available.

Comments:

1. According to Ms. Maggie Davis-Badger of the MOH, the required $25,000 deposit (0.5 percent times $5,000,000) shall consist of a restriction of cash in the City's Home Mortgage Assistance Fund, which consists of cash accumulated from loan repayments by individuals participating in the City's 1982 First Time Homebuyers Bond Program. Ms. Davis-Badger states that the above-noted deposit is required by CDLAC to ensure that the State requirements for issuing the Mortgage Credit Certificates are met by the local agency, including the requirement that the first Mortgage Credit Certificates provided to program recipients are issued within approximately 90 days of receipt of the allocation of Mortgage Credit Certificates from the State.

2. Ms. Davis-Badger reports that, under the application to be submitted to the CDLAC, and in accordance with

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MOH reserves the Mortgage Credit Certificate for the intended recipient until closure of escrow, and calls this act a reservation.

Federal Internal Revenue Service (IRS) and CDLAC regulations, the MOH will provide assistance to first-time home buyers by allowing an eligible home purchaser to take an annual tax credit against Federal income taxes of up to 20 percent. This assistance will be targeted for teachers and principals committed to working in low-performing San Francisco public schools for a minimum of 5 years, as stated in Attachment I, provided by MOH.

3. According to Ms. Davis-Badger, based on the State formula, the City would receive authority to issue Mortgage Credit Certificates, totaling $6,250,000, or $1,250,000 more than the proposed $5,000,000 allocation amount. Ms. Davis-Badger states that the City expects to assist 31 home purchasers based on an average mortgage amount of $200,000.

4. Ms. Davis-Badger reports that, from 1993 through 1999, the Board of Supervisors has approved resolutions authorizing the MOH to submit applications to the CDLAC, resulting in nine actual allocations approved by the CDLAC, which provided MCC funds from the State to the City, totaling $91,117,745, as shown in Attachment II, provided by MOH.

5. As shown in the Attachment III, provided by MOH, the City's 1998 Mortgage Credit Certificate Program assisted 146 low to moderate income households with a median household income of $46,716 and a median home purchase price of $190,000, from January 1, 1998 through December 31, 1998. The City's 1999 Mortgage Credit Certificate Program assisted a total of 178 households with a median household income of $49,496 and a median home purchase price of $220,553, from January 1, 1999, through June 14, 2000.

6. According to Ms. Davis-Badger, the Mayor's Office of Housing plans to submit an amendment to the subject resolution to increase the amount of Mortgage Credit Certificates by $5,000,000, from $5,000,000 to an amount not to exceed $10,000,000. Ms. Davis-Badger advises that with $10,000,000, the City would receive authority to issue Mortgage Credit Certificates, totaling $12,500,000, or $2,500,000 more than the proposed $10,000,000

allocation amount. Ms. Davis-Badger states that with the higher amount of $10,000,000, the City would expect to assist 62 home purchasers based on an average mortgage amount of $200,000. At the higher amount of $10,000,000 in Mortgage Credit Certificates, the City would be required to provide a $50,000 deposit with its application to CDLAC, or 0.5 percent times $10,000,000 (see Comment No. 1 above).

Recommendations: Approve the proposed resolution.

MAYOR'S OFFICE OF HOUSING
CITY AND COUNTY OF SAN FRANCISCO

WILLIE LEWIS BROWN, JR.
MAYOR

MARCIA ROSEN
DIRECTOR

To: Harvey M. Rose, Budget Analyst
From: Maggie Davis Badger, Mayor's Office of Housing
Subject: Application for New Mortgage Credit Certificate (MCC) For Public School Teachers
Date: June 14, 2000

On April 26, the California Debt Limit Allocation Committee (CDLAC) approved Private Activity Bond funds for an Extra Credit Teacher Home Purchase Program. The purpose of the Extra Credit Teacher Home Purchase Program is to enable local Cities and Counties to recruit and retain public school teachers and principals in Low Performing Schools by offering MCCs to eligible teachers and principals:

1. Seeking to purchase a home;
2. Who agree to teach or provide administration in a Low Performing School in the applicable school district for a minimum of five years continuously from the date the MCC is awarded to the program participant; and
3. Whose incomes do not exceed 115% of the Area Median Income for the respective household size.

If approved, the Mayor's Office of Housing will enter into a working agreement with the San Francisco Unified School District to promote, publicize and market the program, identify and certify eligibility of teachers and principals and to monitor compliance with the program rules. MOH will continue to issue MCCs to eligible purchasers and administer the MCC Program.

Borrowers applying for the Extra Credit Teacher Home Purchase Program may also be eligible for downpayment assistance under the City's Downpayment Assistance Loan Program (DALP).

The City through the Mayor's Office of Housing has, since 1993, received MCC allocations totaling $91.1 million and has issued 844 mortgage credit certificates to eligible purchasers in the City and County of San Francisco. I have attached for your review the breakdown of MCC Allocations by years and the 1998 and 1999 MCC Program Statistical Profiles.

If you have any questions, please contact me at 252-3185.

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TDD (415) 252-3107

Total Mortgage Credit Certificate Allocations

Attachment

Breakdown of MCC Allocations by year:

Year	MCC Allocation
1993	$11,600,000
1995 A	$ 3,900,000
1995 B	$ 6,100,000
1995 C	$12,582,000
1996	$18,484,408
1997	$18,729,649
1998	$ 9,129,679
1999 A	$10,131,343
1999 B	$ 460,666
Total MCC Allocation	$91,117,745

Source: Mayor's Office of Housing (MOH)

MAYOR'S OFFICE OF HOUSING
CITY AND COUNTY OF SAN FRANCISCO

WILLIE LEWIS BROWN, JR.
MAYOR

MARCIA ROSEN
DIRECTOR

MORTGAGE CREDIT CERTIFICATE PROGRAM
STATISTICAL PROFILE AS OF DECEMBER 31, 1998

Total number of households assisted: 110 MCCs issued
32 Commitments Issued
4 Cancelled

Total: 146

Median Household Income: $46,716 (65% of San Francisco SMSA median for household of 4 persons; 81% of median for 2 person household)

Median Purchase Price: $190,000

Median Mortgage Amount: $157,500

Household size breakdown:			
1 person	73	(50%)
2 persons	25	(18%)
3 persons	24	(16%)
4 or more persons	24	(16%)
Unknown	0	(0%)

Ethnic breakdown:			
White	62 households	(42%)
Asian/Pacific Islander	42	(29%)
African-American	24	(16%)
Hispanic	11	(8%)
Other/decline to state	7	(5%)

Neighborhood breakdown:

Bayview/Hunter Point	22	Mission	6	South of Market	10
Diamond Hts./Sunnyside	22	Outer Mission	23	Upper Market	6
Bernal Heights	5	Ocean View	15	Western Addition	15
Potrero Hill	4	Richmond	1	North Beach/Marina	3
Visitacion Valley	11	Sunset	2	North of Market	1
				Unknown	0

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MAYOR'S OFFICE OF HOUSING
CITY AND COUNTY OF SAN FRANCISCO

WILLIE LEWIS BROWN, JR.
MAYOR

MARCIA ROSEN
DIRECTOR

MORTGAGE CREDIT CERTIFICATE PROGRAM
STATISTICAL PROFILE FROM Jan 6,1999 to June 14, 2000

Total number of household assisted: 175 MCCs issued
3 Commitments issued

Total: 178

Median Household Income: $49,496 (64% of San Francisco SMSA median for household of 4 persons; 80% of median for 2 persons household)

Median Purchase Price: $220,553

Median Mortgage Amount: $162,702

Household Size breakdown:			
1 person	89	(50%)
2 persons	35	(20%)
3 persons	30	(17%)
4 or more persons	24	(13%)

Ethnic breakdown:			
White	74households	(42%)
Asian/Pacific Islander	76	(42%)
Black	12	(7%)
Hispanic	5	(3%)
Other/decline to state	11	(6%)

District breakdown:

1) Richmond	1
2) Cow Hollow, Marina, Pacific Heights	1
3) Chinatown, Nob, Russian, Telegraph Hill, Waterfront	0
4) Sunset	6
5) Duboce Park, Fillmore, Haight, Panhandle & Western Addition	45
6) SOMA, Tenderloin, Treasure Island	11
7) Lake Merced & West of Twin Peaks	1
8) Castro, Glen Park & Noe Valley	12
9) Bernal Heights & Mission District	18
10) Bayview, Hunters Point, Potrero & Visitation Valley	35
11) Excelsior & OMI	48

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Item 4 – File 00-1111

Department: Mayor's Office of Housing (MOH)

Item: Resolution declaring the intent of the City and County of San Francisco to reimburse certain expenditures from proceeds of future indebtedness; authorizing the Director of the Mayor's Office of Housing (MOH) to submit an application and related documents to the California Debt Limit Allocation Committee to permit the issuance of qualified mortgage revenue bonds in an amount not to exceed $14,000,000; authorizing the Mayor's Office of Housing to direct Bank of America National Trust and Savings Association, acting trustee under an existing trust agreement, to hold and deposit in trust an amount not to exceed $70,000; authorizing the Director to certify that the City has on deposit the required amount; authorizing the Mayor's Office of Housing to pay an amount equal to the deposit to the State of California if the City fails to issue the qualified mortgage bonds; and authorizing and directing the execution of any documents necessary to implement this resolution; and ratifying and approving any action heretofore taken in connection with the project and application.

Description: In May of 1981, the Board of Supervisors adopted Ordinance 245-81, which became Chapter 43 of the Administrative Code, entitled the Residential Mortgage Revenue Bond Law, authorizing the City to incur bonded indebtedness for the purpose of financing housing mortgages. These revenue bonds have provided funding to develop low- and moderate-income multi-family rental housing and to provide below-market rate mortgages for low- to moderate-income first-time home buyers. Bondholders of these revenue bonds are paid from the revenues generated from rental housing projects or the repayment of single-home mortgages. According to Mr. Joe LaTorre of the Mayor's Office of Housing (MOH) these mortgage revenue bonds do not require the City to pledge repayment of the bonds. With rental developments, the bondholders' have only two forms of recourse for payment: (1) the project revenues, and (2) credit enhancement held by project developers, provided by private parties.

In order to issue residential mortgage revenue bonds, the City must first submit an application to the California Debt Limit Allocation Committee (CDLAC), the State of California agency which authorizes the amount of tax-exempt private-activity bonds which can be issued by Californian local governments. The subject resolution would authorize the City to submit such an application to CDLAC, requesting State authorization to issue residential mortgage revenue bonds in an amount not to exceed $14,000,000. The subject resolution does not provide authority to issue the revenue bonds themselves. According to Mr. LaTorre, after the City receives authorization from CDLAC, the MOH would be required to submit a separate resolution to the Board of Supervisors and receive the Board of Supervisors authorization to issue up to $14,000,000 in revenue bonds.

The California Debt Limit Allocation Committee (CDLAC) requires, as part of the City's application, a deposit of $70,000, which the State would retain only if the City failed to issue the $14,000,000 in revenue bonds. The subject resolution therefore authorizes the MOH to direct the Bank of America National Trust and Savings Association to hold in trust a deposit of $70,000, which would be released back to the City once the City issues the $14,000,000 in revenue mortgage bonds.

As stated in the Attachment, provided by MOH, the proposed mortgage revenue bonds would be used to partially finance affordable rental housing units in the South of Market neighborhood. Two non-profit organizations, the Tenderloin Neighborhood Development Corporation (TNDC) and the Citizens Housing Corporation (CHC), would administer the development and have already acquired a one-acre site located at 8th and Howard Streets. The proposed project would include an 88 studio-unit building to replace some of the single room occupancy (SRO) units lost in recent years, 73 larger apartments for low-income families, a new child care center and some commercial/light industrial space with the potential of providing affordable rental space for one of the smaller firms and/or organizations currently being displaced from the area due to increasing rents. The subject resolution declares the Board of Supervisors

official intent to use the $14,000,000 in mortgage revenue bonds, once they are issued, to support this South of Market multi-family housing project. However, the subject resolution states that this "...resolution does not bind the Board of Supervisors to make any expenditure, incur any indebtedness or proceed with the project."

Comment:

1. Mr. LaTorre anticipates that MOH will return to the Board of Supervisors to request authorization to issue the up to $14,000,000 in mortgage revenue bonds in October of 2000.

2. According to Mr. LaTorre, since 1982, the City has issued $83,130,000 in tax-exempt multi-family mortgage revenue bonds, and with these bonds, assisted five housing projects in the City, containing 236 affordable units and 626 market-rate units.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
Clerk of the Board
Controller
Stephen Kawa

SOMA Family Housing
Project Description

Tenderloin Neighborhood Development Corporation (TNDC) and Citizens Housing Corporation (CHC) have acquired a one-acre site in the heart of the South of Market district of San Francisco. The South of Market neighborhood is undergoing major changes as it transforms from an industrial-warehouse district into a neighborhood of live-work lofts and multimedia businesses. Much of this change is positive, but the fallout from this rapid transformation includes displacement of affordable housing, community-based non-profit organizations, and commercial/industrial space. The proposed project responds to these changes by providing a mix of affordable housing over ground floor commercial/industrial space.

As the South of Market district transforms and rents throughout San Francisco escalate, low-income families are faced with diminishing housing choices. These families are affected by prevailing changes in unit tenancy from rental to for-sale. The number of apartment units converted to condominiums in San Francisco has been steadily rising. Most new for-sale housing being built in the South of Market area is priced prohibitively high for low- or even moderate-income families. Simultaneously, rates for rental housing have increased dramatically over the past five years to the point where most vacant units are priced out of the reach of most low-income families.

The SOMA Family Housing project consists of new construction of one five-story building with 73 units over ground floor light industrial and retail space with parking at grade and underground. (We also intend to develop another five-story building of studio units adjacent to the SOMA Family Housing building.) The Family Housing building will include 11 one-bedroom, 40 two-bedroom, and 22 three-bedroom units. These units will range in size from 666 square feet to 1,095 square feet with rents set at 50% and 60% AMI (50% 2BR rent is currently $745). The development will also include a secured entry, an outdoor courtyard, a community room with kitchen, an activity and computer room, and offices for management and service provision.

The development will also provide over 20,000 square feet of community and economic development space, including a licensed childcare center, on the ground floor of the building. The commercial component is intended to help thwart the current trend of displacement of affordable commercial/light industrial space in the South of Market district. Current rents for commercial properties throughout neighborhood have increased to range from $45 to $70 per square foot, forcing many local businesses to relocate. At SOMA Family Housing, we will provide new commercial/light industrial space at a prime location, with street frontage on 8th, Howard and Natoma Streets.

The community economic development center will provide training, job linkages and facilities to eligible entrepreneurial firms seeking a supportive environment for growth. The center would provide low-rent commercial space for an artists' collaborative, a co-op of small industrial firms or any of the other traditional South of Market district groups

Source: Mayor's Office of Housing

BOARD of SUPERVISORS

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San Francisco 94102-4689
Tel. No. 554-5184
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NOTICE OF CANCELLED MEETING

HOUSING AND SOCIAL POLICY COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN that the regular meeting of the Housing and Social Policy Committee scheduled for Tuesday, July 4, 2000, at 10:00 a.m., at 1 Dr. Carlton B. Goodlett Place, Room 263, City Hall, San Francisco, California, has been **cancelled**.

Gloria L. Young, Clerk of the Board

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NOTICE OF CANCELLED MEETING

PARKS AND RECREATION COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN that the regular meeting of the Parks and Recreation Committee scheduled for Tuesday, July, 11, 2000, at 1:00 p.m., at 1 Dr. Carlton B. Goodlett Place, Room 263, City Hall, San Francisco, California, has been **cancelled**.

Gloria L. Young, Clerk of the Board

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City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, July 18, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

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AGENDA CHANGES

REGULAR AGENDA

1. 001192 **[Accept and Expend State Grant - District Attorney's vertical prosecution of adult males who physically and sexually abuse their underage partners]**

Supervisor Leno

Resolution authorizing the Office of the District Attorney to apply for, accept and expend a grant in the amount of $150,000 made available through the California Office of Criminal Justice Planning for the operation of the Statutory Rape Vertical Prosecution Program ("SRVP"). (District Attorney)

6/21/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 001240 **[Accept and Expend State Grant - Police Department's "James Denman Middle School Safety Program" to deal with special projects involving high-risk and truant youth]**

Resolution authorizing the Chief of Police for the City and County of San Francisco to accept and expend funds made available through the Office of Criminal Justice Planning for a project entitled "James Denman Middle School Safety Program" and waiving indirect costs due to funding constraints. (Police Department)

6/29/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 000931 **[Purchase of real property from Alberts Trust containing 11,651 sq. ft. as an extension of the Edgehill Mountain Open Space for a total cost of $206,000]**

Supervisor Teng

Resolution approving and authorizing the acquisition of real property in the Forest Hills area identified as Assessor's Block No. 2923, Lot 67, for $200,000 from the Florence G. Alberts and Burton H. Alberts Living Trust, for open space purposes and adopting findings pursuant to Planning Code Section 101.1.

(General Rule Exclusion from Environmental Review)

(Fiscal impact.)

5/17/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.
7/7/00, TRANSFERRED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

001261 **[Advertising Vehicles]**

Supervisor Katz

Ordinance amending Section 680 of the Police Code, relating to the operation of commercial advertising vehicles on public streets, to specify the purposes of that Section, to clarify the circumstances in which that Section applies, and to provide for administration and enforcement of that Section by way of injunctive relief and the imposition of specified civil penalties.

7/10/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 8/9/2000.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us bdsupvrs sunshine.htm

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
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BOARD OF SUPERVISORS
BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

July 13, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: July 18, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 00-1192

Department:	Office of the District Attorney
Item:	Resolution authorizing the Office of the District Attorney to apply for, accept and expend a grant in the amount of $150,000 made available through the California Office of Criminal Justice Planning for the operation of the Statutory Rape Vertical Prosecution Program ("SRVP").
Grant Amount:	$150,000
Source of Funds:	California Office of Criminal Justice Planning
Grant Period:	July 1, 2000 to June 30, 2001 (See Comment No. 1)
Project:	Statutory Rape Vertical Prosecution Program ("SRVP")
Description:	The proposed grant would provide the sixth year of funding for the Statutory Rape Vertical Prosecution Program ("SRVP"), an effort to vertically prosecute individuals who sexually exploit their under-age partners, with an emphasis on cases that involve domestic violence. Under vertical prosecution, a single attorney in the

District Attorney's Office handles the case from the initial arraignment to sentencing by the court. As appropriate, coordination with the Department of Child Support Services (formerly the District Attorney, Family Support Bureau) will be established in order to establish paternity and obtain child support. Further, coordination with public and non-profit agencies, the Police Department, schools and other concerned organizations will enhance victim services, generate case referrals and improve the District Attorney's ability to successfully prosecute cases.

The subject grant in the amount of $150,000 would fund one Senior Attorney, one Victim Witness Investigator, and one Grants Manager to handle the vertical prosecution of adult males who physically and sexually abuse their under-age partners. The objectives of the program are: (1) to vertically prosecute offenders of juveniles; (2) to expand the current SRVP unit to include all statutory rape cases handled by the District Attorney's Office; (3) to coordinate with a spectrum of public agencies, community-based organizations and shelters to assist the victims; and (4) to refer cases to the Department of Child Support Services (formerly the District Attorney, Family Support Bureau).

Budget:

The proposed budget for the subject grant is as follows:

Personnel Costs	FTEs	Amount
Victim Witness Investigator I	0.30	$14,870
Grants Manager	0.10	6,309
Senior Attorney	1.00	99,252
Total Salaries	1.40	$120,431
Fringe Benefits		25,074
Total Personnel Costs:		$145,505
Operating Expenses		
Telephone		483
Office Supplies		210
Postage		92
Photocopying & Printing		140
Audit		1,500
Training/Travel		1,146
Rent		924
Total Operating Expenses		$4,495
TOTAL GRANT BUDGET:		$ 150,000

Required Match: None

Indirect Costs: The proposed resolution provides for a waiver of indirect costs so that such funds can be applied directly to program costs.

Comment:

1. The grant period is for one year, from July 1, 2000 to June 30, 2001. Ms. Teresa Serata of the Office of the District Attorney reports that because this is the sixth year of a continuing grant, the Department included the subject grant funds in the FY 2000-2001 budget and have already begun spending the funds. Therefore, the proposed resolution should be amended to reflect the retroactive acceptance and expenditure of these grant funds.

2. The Attachment is a Grant Information Form provided by the District Attorney's Office.

3. The District Attorney's Office has prepared a Disability Access Checklist, a copy of which is on file with the Clerk of the Board of Supervisors.

Recommendation: Amend the proposed resolution for retroactivity and approve the proposed resolution, as amended.

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Statutory Rape Vertical Prosecution**

2. Department: **District Attorney**

3. Contact Person: **Teresa Serata** Telephone: **553-1895**

4. Grant Approval Status (check one):

[ ] **Approved by funding agency** [x] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $ 150,000.00

6a. Matching Funds Required: $ n/a
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: Office of Criminal Justice Planning
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:

The grant will provide funding for 1 attorney, 0.30 victim advocate, and 0.10 clerical staff person to handle the vertical prosecution of adult males who physically and sexually abuse their underage partners and provide enhanced victim services.

The objectives are to vertical prosecute offenders who violate Penal Code Sections 261.2, 273.5 and 288 et. Seq. on juveniles who are their sexual partners; to expand the current SRVP unit to include all statutory rape cases handled by the D.A. 's office; to coordinate within a spectrum of public agencies. Community-base organizations and shelters to assist the victims and to refer cases

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: July 1, 2000 End-Date: June 30, 2001

10. Number of new positions created and funded: None

11. If new positions are created, explain the disposition of employees once the grant ends?
Positions will be deleted.

12a. Amount budgeted for contractual services: n/a

b. Will contractual services be put out to bid?

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?

13a. Does the budget include indirect costs? [ ] Yes [x] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [x] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

OCJP guidelines allow grant funds to be spent for vertical prosecution, investigation, support staff, and operating expenses.

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[x] Existing Site(s) [ ] Existing Structure(s) [ ] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s) [ ] Rehabilitated Structure(s) [ ] New Program(s) or Service(s)
[ ] New Site(s) [ ] New Structure(s)

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Teresa Sustaita
(Name)

Date Reviewed: 6/29/00

Department Approval: Terence Hallinan District Attorney
(Name) (Title)

Teresa Sustaita
Signature

Memo to Housing and Social Policy Committee
July 18, 2000 Housing and Social Policy Committee Meeting

Item 2 – File 00-1240

Department:	Police Department San Francisco Unified School District
Item:	Resolution authorizing the Chief of Police for the City and County of San Francisco to accept and expend funds made available through the Office of Criminal Justice Planning for a project entitled "James Denman Middle School Safety Program" and waiving indirect costs due to funding constraints.
Grant Amount:	$200,000
Source of Funds:	California Office of Criminal Justice Planning
Grant Period:	12 months, starting in August 2000 (precise date not yet determined, see Comment No. 2)
Project:	James Denman Middle School Safety Program
Description:	The proposed grant would fund The James Denman Middle School Safety Program (JDMS Safety Program). The objectives of the program are: (1) to change the school campus environment and connect the school with the surrounding neighborhood; (2) to resolve peer disputes; (3) to engage a group of 25 chronically truant students by fostering attachment to school and providing academic and social support; and (4) to provide family support services to participating students. The JDMS Safety Program will fund one full-time School Resource Officer (SRO) to work with staff to return truants to school and coordinate positive activities for youth, including the Wilderness and Cadet programs. The SRO's visible presence on campus will serve to increase safety. The program also funds a half-time Peer Resource Coordinator and full-time Case Manager. The Peer Resource Coordinator will implement the Peer Forum, peer mediation and lunchtime activities and will oversee the school beautification activities. The Case Manager will implement the case management system, including regular follow-up with youth, home contact and

family support and the truancy and dropout intervention components of the program.

New Positions: 2.75 new FTE employees will be supported by the subject grant (see Comment No. 3). They are:

Position	FTE
Peer Resource Coordinator	0.5
Case Manager	1.0
SFPD School Resource Officer	1.0
Attendance Clerk	0.25
TOTAL:	**2.75**

Budget: Attachment I, provided by the Police Department, contains a budget in the amount of $240,000, including the grant funds of $200,000 and matching funds of $40,000.

Required Match: $40,000 (See Comment No. 1)

Indirect Costs: The proposed resolution provides for a waiver of indirect costs so that such funds can be applied directly to program costs.

Comments:

1. Sgt. Colleen Fatooh of the Police Department reports that the Police Department and the School District are sharing the cost of the required matching funds and have each budgeted $20,000 for a total of $40,000 from existing budgeted positions, fringe benefits and other expenses. The matches consist of $38,500 in personnel expense matches, and $1,500 in operating expense matches.

2. The period of the proposed grant was last scheduled to commence on June 1, 2000 and to end one year later on May 31, 2001. However, according to Sgt. Fatooh, the commencement date has been changed to an indefinite date in August to allow sufficient time for the Board of Supervisors approval of the proposed resolution, prior to acceptance and expenditure of the grant. Sgt. Fatooh advises that the proposed grant will be extended to end in August of 2001, a one-year period.

3. According to Sgt. Fatooh, the new grant-funded positions are intended to be coded "G" and would terminate with the expiration of the grant.

4. Attachment II is a Grant Information Form provided by the Police Department.

5. The Police Department has prepared a Disability Access Checklist, a copy of which is on file with the Clerk of the Board of Supervisors.

Recommendations:

1. Amend the proposed resolution to require that new positions be coded "G" (see Comment No.3).

2. Approve the proposed resolution, as amended.

SCHOOL SAFETY PROGRAM (SSP)

BUDGET CATEGORY AND LINE-ITEM DETAIL A. Personnel Services - Salaries/Employee Benefits	COST
Peer Resource Coordinator (PRC) Role/Activities. A .50 Full Time Equivalent PRC will be located at JDMS. The PRC will implement the Peer Forum, peer mediation, and lunchtime activities components, as well as overseeing the beautification activities. Qualifications. The PRC will be selected for skill and experience with youth, as well as embracing a philosophy of youth empowerment.	$ 15,000
Case Manager Role/Activities: The 1.0 Full time Equivalent Case Manager will implement the case management system, including regular follow-up with youth, home contact and family support, and truancy and dropout intervention. Qualifications. The Case Manager will be a social worker who is selected by a hiring panel that includes parents, youth, and school staff. He or she will be selected for experience with troubled youth as well as bilingual and cross-cultural skills.	$ 53,287
Police Department School Resource Officer (SRO) Role /Activities: The SRO will be a 1.0 Full Time Equivalent position. He or she will return truants to school and work with the Student Assistance Program and Case Manager to engage at-risk students who are chronically truant. The SRO will also coordinate positive activities for youth, including Wilderness and Cadet program activities. The SRO will also serve as a caring mentor and be a visible presence to increase safety on campus. Qualifications: The SRO will be hired by a panel of parents, youth, and school staff who will look for skills in relating to youth and across cultures.	$ 72,331
Attendance Clerk Role/Activities: Track attendance of participating JDMS students. Qualifications: Previous clerical experience in a school setting preferred. Cost and Calculation: Clerk calculated at $13 per hour X 10 hours per week X 36 weeks = $4680 per academic year.	$ 5,616
Total Requested Funds Requested from OCJP	$ 146,234
Cash Match	
Police Department Supervision of School Resource Officer (SRO) Role /Activities: The SFPD Project Supervisor will provide continuing supervision of the SRO at JDMS. This will include .10 of the current SRO's time. She will also be providing assistance to the CPB and help develop protocols for evaluation data collection.	$ 8,322
A. Personnel Services - Salaries/Employee Benefits (cont.)	COST

Additional School Resource Officer (SRO) Time Role /Activities: The SFPD will provide as match additional SRO time for weekend and additional activities on the part of the assigned SRO, as well as time from additional SRO from other schools when additional staffing is necessary for special projects.	$ 11,014
Supervision from JDMS Assistant Principal Role /Activities: The Assistant Principal will provide supervision to the Case Manager and Peer Resource Coordinator, as well as be liaison to the School Resource Officer and coordinate activities with SFPD and be project liaison to SFUSD administration.	$ 12,969
Healthy Start Project Coordinator Role /Activities: The Healthy Start Coordinator is responsible for coordinating the Student Assistance Program, as well as developing parent support and counseling resources. She will work closely with the Case Manager and SRO to connect these resources to the target population.	$ 6,195
Total Cash Match	$ 38,500
TOTAL (Requested Funds and Cash Match)	$ 184,734

SCHOOL SAFETY PROGRAM (SSP)	
BUDGET CATEGORY AND LINE-ITEM DETAIL	
B. Operating Expenses	**COST**
Travel (Calculated using state travel guidelines)	
Local conference: 2 staff: food and incidentals $34/day x 2 days, lodging at $79 plus tax per day for 2 days, mileage at 100 miles total x $0.31/mile. = $538. Air flight to annual OCJP conference in Southern California =$240 X 2 staff-persons.	$ 994
Local Travel: Staff to attend meetings and training, administrative staff to visit sites. 500 miles per year X $.31/mile = $155.	$ 155
Police Wilderness Program Costs	
Supplies and gear for camping, water trips, ropes courses including economy priced packs, ropes, camping supplies, estimated at $1,500. Upkeep of equipment and ropes course, wilderness sites at $2,000, and additional liability insurance at $500. There will be one trip per month during the school year, and two a month during the summer. The staffing and logistical support are estimated at $1,067 per trip. (See attached Itinerary)	$ 20,000
Police Cadet Program/Police Activities League	
Weekend and summer activities to provide career exploration in law enforcement, mentoring, and organized recreation.	$ 5,000
Lunchtime Activities Fund	
To be managed by students, with assistance from Peer Resource Coordinator, to develop lunchtime activities.	$ 5,000
School Beautification Fund	
Fund managed by students advisory group who will identify key improvements in school campus environment. Peer Resource Coordinator will provide technical assistance to students.	$ 2,500
Junior Achievement Fund	
Fund to encourage chronic truants in developing entrepreneurial projects that reinforce the value of education in adult life.	$ 2,997
Program Supplies	
Computer: Support activities of SRO and Case Manager, including computer, monitor, printer, and supporting software programs. Estimated at $2500 for one year.	$ 2,500
Cellular Telephones: Five walkie talkies ($300 each) to improve coordination and communication between security, administrative, and project staff. Two cellular phones for SRO and Case Manager ($200 per phone plus $60 per month) so as to maintain contact.	$ 2,620

B. Operating Expenses (cont.)	COST
Consultation	
Consultant to provide training to teachers and staff on resiliency and at-risk youth, facilitate the SB-187 School Site Plan review, and provide technical assistance to project.	$ 10,000
Audit	
Outside audit of project accounting, costs, financial management procedure. Estimated at 1% of the budget = $2,000 per year.	$ 2,000
Total Requested Funds Requested from OCJP	$ 53,766
Cash Match	
Walkie-Talkies/Internet Communications and Transmissions	
To improve communication across a dispersed, isolating campus, JDMS will purchase four walkie-talkies to match the walkie-talkies and cell phones that project funds will be used to acquire. Calculated at $300 each. The internet services fee will cost $300.00 annually.	$ 1,500
Total Cash Match	$ 1,500
TOTAL (Requested Funds and Cash Match)	$ 55,266

SCHOOL SAFETY PROGRAM (SSP)

BUDGET CATEGORY AND LINE-ITEM DETAIL C. Equipment	COST
N/A *(Please note that the cash match exceeds the amount required by OCJP. Also, project clients will have priority access to a wide range of services that are listed in Section 1.B of the Narrative but are not calculated here.)	
CATEGORY TOTAL	$ -
PROJECT TOTAL	$ 240,000

FUND DISTRIBUTION	FEDERAL	STATE	CASH MATCH	IN-KIND MATCH
1. Amount of Funds	$ 200,000	$ -	$ 40,000	$ -
2. Percentage of Funds	83%	0%	17%	0%

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: "James Denman Middle School Safety Program"

2. Department: San Francisco Police Department

3. Contact Person: Sgt. Colleen Fatch Telephone: 558-5551

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $ 200,000.00

6a. Matching Funds Required: $ 40,000.00
b. Source(s) of matching funds (if applicable): Personnel Services

7a. Grant Source Agency: Office of Criminal Justice Planning
b. Grant Pass-Through Agency (if applicable): _____

8. Proposed Grant Project Summary: This grant is intended to provide James Denman Middle School with a full-time School Resource Officer to deal with on-site issues and truancy. The grant will also provide for a Peer Resource Coordinator, a full-time youth Case manager/Social Worker, and funding for special projects involving high-risk and truant youth.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: August 1, 2000 End-Date: June 30,2001

10. Number of new positions created and funded: none

11. If new positions are created, explain the disposition of employees once the grant ends?
"G"

12a. Amount budgeted for contractual services: $94,400.00

b. Will contractual services be put out to bid? No

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

c. Is this likely to be a one-time or ongoing request for contracting out? On-going

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [X] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[X] Existing Structure(s)	[ ] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[X] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: _____
(Name)

Date Reviewed: _____

Department Approval: _____ Fred H. Lau _____ Chief of Police
(Name) (Title)

_____
(Signature)

Memo to Housing and Social Policy Committee
July 18, 2000 Housing and Social Policy Committee Meeting

Item 3 - File 00-0931

Department:	Recreation and Park Department (RPD) Department of Real Estate (DRE)
Item:	Resolution approving and authorizing acquisition of real property located in the Forest Hills area identified as Assessor's Block No. 2923, Lot No. 67 for $200,000 from the Florence G. Alberts and Burton H. Alberts Living Trust for Open Space purposes, and adopting findings pursuant to City Planning Code Section 101.1.
Location:	Assessor's Block No. 2923, Lot No. 67
Seller:	The Florence G. Alberts and Burton H. Alberts Living Trust
Size:	11,651 square feet
Purchase Price:	$200,000, or $17.17 per square foot
Source of Funds:	Open Space Funds approved in the FY 1999-2000 budget.
Description:	Approval of the subject resolution would authorize the acquisition of the subject property, Block 2923, Lot 67 from the Florence G. Alberts and Burton H. Alberts Living Trust for $200,000. The lot would be used for Open Space purposes. The lot is located at 70 Edgehill Way. The subject property is adjacent to the existing Edgehill Mountain Open Space property in the Forest Hills area. It is located west of Twin Peaks on the west slope of Edgehill Mountain, north of Portola Drive. It extends from Kensington Street up to the Edgehill Auto Pathway as marked on the Attachment (provided by DRE). The acquisition of the subject property would effectively enlarge an existing Open Space area already owned by the City. Acquisition was initially identified for open space purposes in the program contained in the "General Manager's Report: San Francisco Park and Open Space Program" for FY 1996-97, adopted May 1, 1997 by the

Recreation and Park Commission. The Department of City Planning reported by letter dated August 1, 1997 that the proposed acquisition is in conformity with the General Plan and consistent with Planning Code Section 101.1

Comments:

1. According to Mr. Anthony DeLucchi, Director of Property, the Department of Real Estate conducted an appraisal of the subject property and concluded that the fair market value is $275,000, or approximately $23.60 per square foot. Therefore, the proposed purchase price of $200,000, or approximately $17.17 per square foot, is approximately 27 percent less than the estimated fair market value of the property. The owner of the property has agreed to the proposed price of sale and entered into an Agreement of Purchase and Sale.

2. The City would pay $6,000 in closing costs, bringing the total price of acquisition of the subject property to $206,000.

3. According to Mr. Ken Chopping of DRE, no site assessment / remediation examination has been conducted on the subject property, because the property has never been improved, and thus is very unlikely to contain hazardous materials.

4. According to Mr. Robert McDonald of RPD, the maintenance expenses associated with the subject site will be funded by annual Open Space Fund appropriations.

5. According to Ms. Susana Tan of the Assessor's Office, the assessed valuation of the subject property is $120,000. Based on the FY 1999 - 2000 tax rate of $1.129 per $100 of assessed valuation, the annual taxes to be paid to the City on the property would be approximately $1,355. Once the City acquires the subject property, such property taxes would no longer be paid to the City.

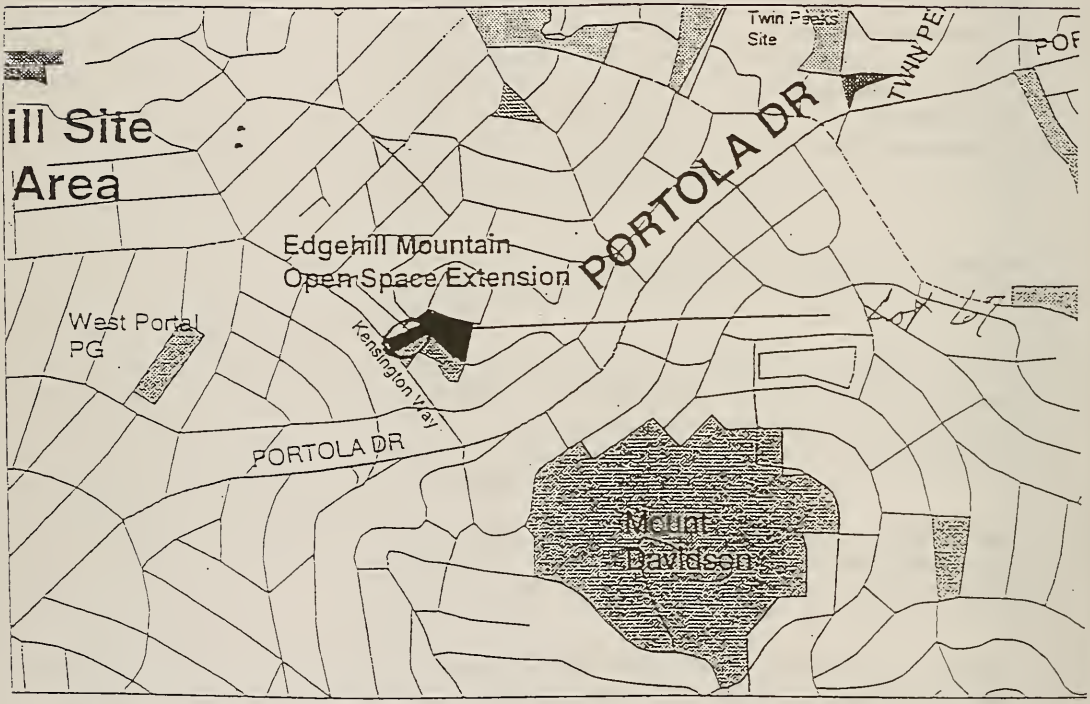
Memo to Housing and Social Policy Committee
July 18, 2000 Housing and Social Policy Committee Meeting

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
Clerk of the Board
Controller
Stephen Kawa

Case No. 97.118M
Proposed Amendment of Map 4 of the Recreation and Open Space Element of the General Plan



Proposal to designate site as "Proposed Public Open Space"

Existing Rec. Park Department Park / facility

a. Edgehill Mountain Open Space Extension
AB 2923, lot 67; AB 2934, lots 10, 11, 12, 13, 21

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City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, August 01, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

AGENDA CHANGES

REGULAR AGENDA

1. 001306 **[Accept and Expend Grant - DHS project to fund four community based organizations providing targeted outreach to increase Medi-Cal enrollment]**

Supervisor Leno

Resolution authorizing the Department of Human Services to accept and expend a grant in the amount of $231,565 for the period from July 1, 2000 to June 30, 2001 from the California State Department of Health Services for a targeted Medi-Cal Outreach Project. (Human Services Department)

7/19/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 001286 **[Japantown Bowl]**

Supervisors Teng, Yaki, Bierman

Hearing to consider community input regarding the proposed closure of Japantown Bowl and potential effects on the Japantown community.

7/10/00, RECEIVED AND ASSIGNED to Small Business, Economic Vitality and Consumer Services Committee. Sponsor will request that this item be transferred to the Housing and Social Policy Committee for hearing on August 1, 2000.
7/24/00, TRANSFERRED to Housing and Social Policy Committee.

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3. 001313 **[Extended Hours Premises Moratorium]**

Supervisor Becerril

Ordinance amending Article 15.2 of the San Francisco Police Code by amending Section 1070.26 to extend the moratorium on the issuance of extended hours premises permits within the area bounded by Bush Street to the North, O'Farrell Street to the South, Taylor Street to the East and Van Ness Avenue to the West.

(Amends Section 1070.26.)

7/17/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. 001185 **[Status of Burned-out Residential Hotels]**

Supervisor Newsom

Hearing to consider the report from the Department of Building Inspection regarding the status of residential hotels rooms that have been lost by fire.

6/19/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

001261 **[Advertising Vehicles]**

Supervisor Katz

Ordinance amending Section 680 of the Police Code, relating to the operation of commercial advertising vehicles on public streets, to specify the purposes of that Section, to clarify the circumstances in which that Section applies, and to provide for administration and enforcement of that Section by way of injunctive relief and the imposition of specified civil penalties.

7/10/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 8/9/2000. Sponsor requests that this item be scheduled for August 15, 2000, meeting.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

41 Library
100 Larkin Street Govt Information Center

[Budget Analyst Report]
Susan Hom
Main Library-Govt. Doc. Section

CITY AND COUNTY

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

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July 27, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: August 1, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 00-1306

Department:	Department of Human Services (DHS)
Item:	Resolution authorizing the Department of Human Services to accept and expend a grant in the amount of $231,565 for the period from July 1, 2000 to June 30, 2001 from the California State Department of Health Services for a Targeted Medi-Cal Outreach Project.
Grant Amount:	$231,565
Source of Funds:	California State Department of Health Services
Grant Period:	July 1, 2000 to June 30, 2001
Project:	Targeted Medi-Cal Outreach Project
Description:	The subject grant will fund four Community Based Organizations (CBOs), Bay Area Legal Aid (BALA), California Association of Health Education, Employment, and Dignity (CAHEED), Mission Neighborhood Health Center (MNHC) and NICOS Chinese Health Center (NICOS), to target outreach to encourage eligible families to enroll in the Medi-Cal program. The four CBOs, along with DHS, are part of the Bringing Up Healthy Kids Coalition, a group of over 20 public and private agencies

which promote health care coverage among San Francisco's children, youth and families.

The goals of the project are to: (1) increase awareness and understanding of the availability of Medi-Cal, with an emphasis on expanded eligibility rules and streamlined eligibility application processes under implementation; (2) increase enrollment of eligible, unenrolled clients by providing intensive one-on-one assistance to clients in completing the applications; and (3) maximize continuous Medi-Cal eligibility by providing one-on-one assistance with the quarterly and annual recertification/re-determination process.

Budget:

The budget for the subject grant is as follows:

Contractual Services:	
BALA	$25,000
CAHEED	40,000
MNHC	55,908
NICOS	83,500
Audit Costs	4,000
Indirect Costs @ 10%	23,157
Total	**$231,565**

Attachment I, provided by DHS, contains budget detail for each of the CBO contractors receiving the subject grant funds.

Required Match:

$57,845 (See Comment No. 3)

Indirect Costs:

$23,157, or ten percent of total grant.

Comments:

1. According to Mr. Pauson Yun, of DHS, although the proposed grant period was to start on July 1, 2000, DHS has not yet received the money from the State Department of Health Services and therefore none of the grant funds have been expended. However, Mr. Yun advises that since October 1, 1999, the CBOs have been providing the services using their own budgeted funds. If the proposed grant funds do not become available, the CBOs would continue providing these services using other funding sources.

2. Mr. Yun reports that the four contracting CBOs were chosen without a competitive bidding process because they applied together for the subject grant funds as part of the Bringing Up Healthy Kids Coalition. According to Mr. Yun, the State Department of Health Services awarded the grant to this coalition because the contractors have close working relationships with the target populations in the various neighborhoods they serve.

3. According to Ms. Wanda Jung of DHS, all matching funds are provided by the four CBOs participating in the Targeted Medi-Cal Outreach Project and therefore none of the $57,845 in matching funds will come out of the DHS budget. The $57,845 in matching funds shown in the budget exceeds the 10 percent or $23,157 required by the State Department of Health Services because the CBOs have chosen to fund the Project at the higher level.

4. Attachment II is a Grant Information Form provided by DHS.

5. As of the writing of this report, three of the four contracting CBOs have prepared a Disability Access Checklist, copies of which are on file with the Clerk of the Board of Supervisors. Ms. Jung reports that the fourth CBO, BALA, will complete the required Disability Access Checklist before the Committee meeting on Tuesday, August 1, 2000.

Recommendation: Approve the proposed resolution.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
Clerk of the Board
Controller
Stephen Kawa

BUDGET
Fiscal Year 2000-2001 Total
Budget Period 7/1/00 - 6/30/01

Contractor: ALL (TOTAL BUDGET)
Contract Number:

BUDGET CATEGORIES	APPROVED BUDGET (7/1/00 - 6/30/01)	COUNTY MATCH (10% MINIMUM)
Personnel		
Salaries	0	0
Total Salaries	0	0
Fringe Benefits	0	0
Total Personnel	0	0
Operating Expenses		
General Expenses	0	0
Space Rent/Lease	0	0
Printing	0	0
Equipment Rental	0	0
Audit Costs	4,000	0
Equipment Purchase	0	0
Indirect Costs	23,157	0
***Subcontracts**		
BALA	25,000	38,027
CAHEED	40,000	0
MNHC	55,908	10,000
NICOS	83,500	9,818
Travel and Per Diem	0	0
Other Costs	0	0
TOTAL	231,565	57,845

BUDGET
Fiscal Year 2000-2001 Total
Budget Period 7/1/00 - 6/30/01

Contractor: Bay Area Legal Aid (BALA)
Contract Number:

BUDGET CATEGORIES	APPROVED BUDGET (7/1/00 - 6/30/01)	COUNTY MATCH (10% MINIMUM)
Personnel		
Salaries		
Paralegal	2,500	9,652
Paralegal	2,500	7,902
Attorney	6,740	0
Supervising Attorney	5,045	0
Reception/Intake	0	4,235
Total Salaries	16,785	21,789
Fringe Benefits (20%)	3,357	4,358
Total Personnel	20,142	26,147
Operating Expenses		
General Expenses	1,488	2,170
Space Rent/Lease	3,370	1,240
Printing	0	0
Equipment Rental	0	0
Audit Costs	0	249
Equipment Purchase	0	0
***Subcontracts**	0	0
Travel and Per Diem	0	0
Other Costs	0	0
Indirect Costs	0	8,221
TOTAL	25,000	38,027

BUDGET

Fiscal Year 2000-2001 Total
Budget Period 7/1/00 - 6/30/01

Contractor: California Ass'n of Health Education, Employment, and Dignity (CAHEED)
Contract Number:

BUDGET CATEGORIES	APPROVED BUDGET (7/1/00 - 6/30/01)	COUNTY MATCH (10% MINIMUM)
Personnel		
Salaries		
Enrollment Worker	40,000	0
Total Salaries	40,000	0
Fringe Benefits	0	
Total Personnel	40,000	0
Operating Expenses		
General Expenses	0	0
Space Rent/Lease	0	0
Printing	0	0
Equipment Rental	0	0
Audit Costs	0	0
Equipment Purchase	0	0
***Subcontracts**	0	0
Travel and Per Diem	0	0
Other Costs	0	0
Indirect Costs	0	0
TOTAL	40,000	0

BUDGET
Fiscal Year 2000-2001 Total
Budget Period 7/1/00 - 6/30/01

Contractor: Mission Neighborhood Health Center (MNHC)
Contract Number:

BUDGET CATEGORIES	APPROVED BUDGET (7/1/00 - 6/30/01)	COUNTY MATCH (10% MINIMUM)
Personnel		
Salaries		
Enrollment Workers	10,816	0
Outreach Worker	33,280	0
Total Salaries	44,096	0
Fringe Benefits (@23%)	10,142	0
Total Personnel	54,238	0
Operating Expenses		
General Expenses	250	10,000
Space Rent/Lease	0	0
Printing	1,000	0
Equipment Rental	0	0
Audit Costs	0	0
Equipment Purchase	0	0
*Subcontracts	0	0
Travel and Per Diem	420	0
Other Costs	0	0
Indirect Costs	0	0
TOTAL	55,908	10,000

BUDGET

Fiscal Year 2000-2001 Total
Budget Period 7/1/00 - 6/30/01

Contractor: NICOS Chinese Health Coalition
Contract Number:

BUDGET CATEGORIES	APPROVED BUDGET (7/1/00 - 6/30/01)	COUNTY MATCH (10% MINIMUM)
Personnel		
Salaries		
Enrollment Specialist	29,000	1,000
Project Coordinator	32,000	0
Project Director	2,100	2,400
Total Salaries	63,100	3,400
Fringe Benefits (@22%)	13,882	748
Total Personnel	76,982	4,148
Operating Expenses		
General Expenses	1,141	1,235
Space Rent/Lease	630	1,260
Printing	900	0
Equipment Rental	0	0
Audit Costs	0	0
Equipment Purchase	0	0
*Subcontracts	0	0
Travel and Per Diem	840	0
Other Costs	575	3,175
Indirect Costs	2,432	0
TOTAL	83,500	9,818

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: Human Services
2. Contact Person: Pauson Yun Telephone: (415) 557-6523
3. Project Title: Targeted Medi-Cal Outreach Program
4. Grant Source Agency: California State Department of Health Services
5. Type of Fund: __ Fed __ Fed-State (Pass-through) x State __ Local __ Private
6. Proposed Grant Project Summary: The project will fund four Community Based Organizations for targeted outreach to eligible families to enroll in the Medi-Cal program.
7. Amount of Grant Funding Applied for: $231,565 (7/1/00-6/30/01)
8. Maximum Funding Amount Available: $231,565
9. Required Matching Funds? $23,157
   If yes, list dollar amount and identify source of Matching Funds in Department Budget: In-kind contributions from the CBO's
10. Number of new positions created and funded: 0, this is an existing grant
11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible costs for this grant? Yes

13. Amount to be spent on contractual services: $ 208.408

14. a.) Will Contracted Services be put out to bid? No

    b.) If so, will contract services help to further the goals of the Department's MBE/WBE requirements? _____

15. Is this likely to be a one-time or ongoing request for contracting out? On-going

16. Term of Grant: 7/1/00 – 6/30/01

17. Date Department Notified of Available Funds: Jan. 2000

18. Grant Application Due Date: November 1998

19. Grant Funding Guidelines and Options (selected from RFP, Grant Announcement or appropriations legislation): Selected from Request for Applications.

20. Department Head Approval: Will Lightbourne (Name) Executive Director (Title)

    Will Lightbourne

    (Signature)

BOARD of SUPERVISORS

City Hall
Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 544-5227

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8/15/00
Cancelled
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NOTICE OF CANCELLED MEETING

HOUSING AND SOCIAL POLICY COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN that the regular meeting of the Housing and Social Policy Committee scheduled for Tuesday, August 15, 2000, at 10:00 a.m., at 1 Dr. Carlton B. Goodlett Place, Room 263, City Hall, San Francisco, California, has been **cancelled**.

Gloria L. Young, Clerk of the Board

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HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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City and County of San Francisco

Meeting Agenda

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

Tuesday, August 22, 2000 **1:00 PM** **Legislative Chamber - Second Floor, City Hall**

Special Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

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AGENDA CHANGES

REGULAR AGENDA

1. 001129 **[Federal grant for Laguna Honda Assisted Living/Housing for Seniors Project]**

Resolution authorizing the Department of Public Health, Community Health Network, Laguna Honda Hospital, to accept and expend grant funds of $693,750 from the U.S. Department of Housing and Urban Development (HUD) for the Laguna Honda Assisted Living/Housing for Seniors Project and to enter into an agreement which does not include intellectual property indemnification and false claims clauses. (Public Health Department)

6/12/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 001376 **[Accept and Expend Grant - Continuum of Care Supportive Housing Program for Homeless Population in San Francisco]**

Resolution authorizing the Department of Human Services to accept and expend a grant in the amount of $9,031,759 from the U.S. Department of Housing and Urban Development for Stewart B. McKinney Supportive Housing Program. (Human Services Department)

7/25/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 001393 **[Juvenile Crime Enforcement Grant]**

Supervisor Brown

Resolution authorizing the Mayor's Criminal Justice Council to accept and expend funds in the amount of $595,000 from the State Board of Corrections under the Juvenile Crime Enforcement and Accountability Challenge Grant Program to implement a local action plan to provide a continuum of responses to juvenile crime and delinquency.

7/31/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. 001454 **[Accept and Expend Grant - State restitution funds to assist victims of crimes and eligible family members]**

Resolution authorizing the District Attorney of the City and County of San Francisco to contract for, accept, and expend funds in the amount of $63,952, and waiving indirect costs due to funding constraints, which have been allocated from the State Board of Control, Victims of Crime and Restitution Program, an agent of the State of California, for a project entitled "District Attorney's Contract - Criminal Restitution Compact", for the twelve month period July 1, 2000 through June 30, 2001. (District Attorney)

8/8/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

5. 001465 **[Accept and Expend Grant - Direct services and support for all elder abuse victims in San Francisco]**

Resolution authorizing the District Attorney of the City and County of San Francisco to retroactively accept and expend funds made available through the Office of Criminal Justice Planning for a project entitled "Special Emphasis Victim Assistance Program - Elder Abuse", and waiving indirect costs due to funding constraints. (District Attorney)

8/8/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

6. 001466 **[Accept and Expend Grant - Provide comprehensive services to family members of homicide victims in the African American communities of Bayview/Hunters Point and the Ingleside District]**

Resolution authorizing the District Attorney of the City and County of San Francisco to retroactively accept and expend funds made available through the Office of Criminal Justice Planning for a project entitled "Special Emphasis Victim Assistance Program - Surviving Families of Homicide Victims", and waiving indirect costs due to funding constraints. (District Attorney)

8/8/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

7. 001467 **[Accept and Expend Grant - Processing of bills relating to victims compensation claims]**

Resolution authorizing the Office of the District Attorney to retroactively contract for, accept and expend funds in the amount of $565,359, and waive indirect costs due to funding constraints, which have been allocated from the State Board of Control Victims of Crime Program, an agent of the State of California, for a project entitled "Joint Powers Agreement with Victim and Witness Assistance Program" for the twelve month period of July 1, 2000 through June 30, 2001. (District Attorney)

8/8/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

8. 001468 **[Accept and Expend Grant - 2000-01 assistance to local law enforcement agencies]**

Resolution authorizing the Chief of Police of the San Francisco Police Department to accept and expend a grant in the amount of $100,000 from the Department of Alcohol Beverage Control for grant assistance to Local Law Enforcement Agencies Project and the grant terms prohibit including indirect costs. (Police Department)

8/8/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

9. 000150 **[Children and Families Commission]**

Supervisor Teng

Ordinance amending Administrative Code Section 86.2 to authorize the San Francisco Children and Families Commission to communicate its position on federal, state and local legislation affecting young children to the Mayor, the Board of Supervisors and State and Federal legislative bodies provided that the Commission's position does not conflict with any official position taken by the City and County.

Amends Section 86.2.)

1/24/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 2/23/2000.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

There are no items now pending under the 30 day rule.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

[Budget Analyst Report]
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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

August 17, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: August 22, 2000 Special Housing and Social Policy Committee Meeting

Item 1 – File 00-1129

Department:	Department of Public Health (DPH)
Item:	Resolution authorizing the Department of Public Health, Community Health Network, Laguna Honda Hospital, to accept and expend grant funds of $693,750 from the U.S. Department of Housing and Urban Development (HUD) for the Laguna Honda Assisted Living/Housing for Seniors Project and to enter into an agreement which does not include intellectual property indemnification and false claims clauses.
Grant Amount:	$693,750
Source of Funds:	HUD
Grant Period:	July 1, 2000 to June 30, 2005 (five years) (See Comment No. 1)
Project:	Assisted Living/Housing for Seniors Project
Description:	San Francisco voters approved a General Obligation Bond Measure for $299,000,000 in the November, 1999 General

Election, for the replacement of Laguna Honda Hospital. The preliminary finance plan for the Laguna Honda Replacement Project prepared by the Department of Public Health (DPH) and the Mayor's Office of Public Finance proposed the construction of a minimum of 140 assisted living units, near a new skilled nursing facility planned for on the Hospital site and provided for $401,000,00 in total Replacement Project costs, including $15,000,000 to partially fund the construction of the new assisted living units. Currently, there are no assisted living units on site at the Laguna Honda Hospital. The proximity of the proposed new assisted living units to the Hospital would ensure frail elderly and disabled adult residents, who require on-site services but not 24 hour skilled nursing care, a continuum of services. Clarendon Hall and other existing buildings on the site will be demolished and the current occupants will be transferred into the new skilled nursing facility adjacent to the site before construction on the new assisted living units begins.

Prior to any demolition on the site or construction of the 140 units for the Laguna Honda Assisted Living/Housing for Seniors Project, the subject grant will be used to fund the environmental review of the site, a financial analysis related to construction and operation costs, the development of architectural and engineering designs for site preparation and the implementation of a community planning process. After the preliminary site and architectural planning is completed, and the new skilled nursing facility is constructed, construction of the new assisted living units is estimated to begin in FY 2007-08 using the proposed funds of $15,000,000 and the units are estimated to be ready for occupancy in the Spring of 2009.

Budget:

The budget for the subject grant is as follows:

1370 Special Assistant XI (1.0 FTE)	
Salary	
$70,000 per year for 3 years	$210,000
Fringe Benefits	
25 % per year for 3 years	52,500
Community Planning Process	8,000
Environmental Review	15,000

Preliminary Financial Analysis	50,000
Architectural and Engineering Services	316,250
Indirect Costs	
20 % of salary per year for 3 years	42,000
Total	**$693,750**

Required Match: None

Indirect Costs: $42,000, or 20 percent of salary costs. (See Comment No. 10)

Comments:

1. According to Ms. Tangerine Brigham of DPH, the City has five years to spend the subject grant funds. The grant period begins once HUD has received approval from the City to accept and expend the funds. Ms. Brigham further reports that DPH has not received any of the subject grant funds and therefore none of the funds have been spent.

2. As indicated above, one proposed grant funded position, the 1370 Special Assistant XI, would be created to manage the Project. This position would also be responsible for conducting the Community Planning Process, which includes organizing community forums regarding the development and design of the assisted living units. The resolution includes a provision stating that this position would be designated "G," or Grant Funded, and would terminate when the grant expires.

3. According to Mr. Joel Lipski of the Mayor's Office of Housing, the $15,000 Environmental Review will be conducted by Ms. Alice Miller, a consultant who was chosen by the Mayor's Office of Housing to conduct Federally funded Environmental Reviews through a RFQ process.

4. Mr. Lipski reports that the contract for the Preliminary Financial Analysis for $50,000 will be granted through a RFQ process once the grant term has begun.

5. According to Mr. Michael Lane of DPW, the total cost of demolition, site clearing and hazardous waste mitigation necessary to prepare the site for construction

will be approximately $5.5 million. Mr. Lane further states that Architectural and Engineering Services related to such demolition, site clearing and hazardous waste mitigation typically costs between 7 and 11 percent of the total cost. The minimum cost for such services for a project of $5.5 million, therefore, would typically be at least $385,000. The amount budgeted for Architectural and Engineering Services for this Project is $316,250, or $68,750 less than this minimum, because of the budget constraints of the subject grant. However, Mr. Lane believes that $316,250 will be adequate for the Project. The contract for Architectural and Engineering Services related to demolition, site clearing and hazardous waste mitigation for the larger Laguna Honda Hospital Replacement Project has been awarded to Anshen + Allen, and Gordon Chong and Partners through a RFQ process. Anshen + Allen, and Gordon Chong and Partners will therefore be responsible for the $316,250 in Architectural and Engineering Services related to demolition, site clearing and hazardous waste mitigation for the Assisted Living/Housing for Seniors Project also.

6. The Attachment is a Grant Information Form provided by DPH.

7. DPH has prepared a Disability Access Checklist, a copy of which is on file with the Clerk of the Board of Supervisors.

8. The proposed resolution contains a provision that authorizes the Director of Public Health to enter into similar agreements with HUD if the grant recurs or is renewed, without first obtaining Board of Supervisors approval.

9. The proposed resolution includes a clause that would waive: (1) the requirement contained in Section 21.21 of the City's Administrative Code that the proposed agreement include an indemnification of the City by HUD for the infringement of patent rights, copyright, trademark and other intellectual property rights; and (2) the requirement contained in Section 21.35 of the City's Administrative Code that the proposed agreement include a paragraph prohibiting and penalizing the submission of

false claims. Ms. Jean Fraser of the City Attorney's Office states that the waiver of these requirements is standard and poses minimal risk to the City since the City is the recipient of the proposed grant funds (versus the City's entering into contracts for the purchase of goods or services).

10. Indirect Costs, calculated at 20 percent of the annual salary of $70,000 for three years, would be $42,000. However, the proposed resolution includes a provision for indirect costs of $12,000. Therefore, the proposed resolution should be amended to allow for indirect costs of $42,000.

Recommendation:

1. In accordance with Comment No. 10 above, amend the proposed resolution to allow for indirect costs of $42,000, instead of $12,000.

2. Approval of the proposed resolution as amended, is a policy matter for the Board of Supervisors since this resolution authorizes the Director of Public Health to enter into similar agreements with HUD if the grant recurs or is renewed, without obtaining subsequent approval by the Board of Supervisors.

File Number: 00-1129
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Laguna Honda Hospital Assisted Living/Housing for Seniors

2. Department: Community Health Network; Laguna Honda Hospital

3. Contact Person: Larry Funk Telephone:759-2367

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $693,750

6a. Matching Funds Required: No
b. Source(s) of matching funds (if applicable): Not Applicable

7a. Grant Source Agency: U.S. Department of Housing and Urban Development
b. Grant Pass-Through Agency (if applicable): Not Applicable

8. Proposed Grant Project Summary: This new grant, the Laguna Honda Assisted Living/Housing for Seniors Project, funds the following activities which must be completed prior to actual construction of the 140 assisted living units: environmental review; financial analysis related to construction and operation; development of architectural and engineering designs; and implementation of a community planning process.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: FY 1999-00 End-Date: FY 2003-04

10. Number of new positions created and funded: 1.0

11. If new positions are created, explain the disposition of employees once the grant ends?: To be determined.

12a. Amount budgeted for contractual services: Not yet determined.

b. Will contractual services be put out to bid? : Yes

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? Yes

d. Is this likely to be a one-time or ongoing request for contracting out? Ongoing

13a. Does the budget include indirect costs? [X] Yes ( ) No

b1. If yes, how much? $12,200
b2. How was the amount calculated? 20% of salary

c. If no, why are indirect costs not included? Not Applicable
[ ] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments: The November, 1999 bond measure to replace the Laguna Honda Hospital and Rehabilitation Center also included authorization to construct a minimum of 140 assisted living units, near to but separate from, the new skilled nursing facility. Placing assisted living units on the Laguna Honda campus will ensure a continuum of services for frail elderly and disabled adults who require on-site services but do not need 24 hour skilled nursing care.

Project construction would begin following the completion of construction for the new Laguna Honda skilled nursing facility. The assisted living units will be constructed on a site occupied by existing buildings whose residents will be transferred into the new skilled nursing facility. Construction of the assisted living units is estimated to begin in Fiscal Year 2007-08, with the units tc be ready for occupancy in Spring, 2009.

****Disability Access Checklist*****

15. This Grant is intended for activities at (check all that apply):

[x] Existing Site(s)	[X] Existing Structure(s)	[x] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: _____
(Name)
Norman Nickens

Date Reviewed: 5-5-00

Department Approval: Mitchell H. Katz, M.D. Director of Health
(Name) (Title)
_____
(Signature)

Item 2 – File 00-1376

Department:	Department of Human Services (DHS)
Item:	Resolution authorizing the Department of Human Services to accept and expend a grant in the amount of $9,031,759 from the U. S. Department of Housing and Urban Development for the Stewart B. McKinney Supportive Housing Program.
Grant Amount:	$9,031,759
Source of Funds:	United States Department of Housing and Urban Development (HUD)
Grant Period:	Two to ten years depending on the specific project. (See Comment No. 1)
Project:	Supportive Housing Program Continuum of Care

Description:

The United States Department of Housing and Urban Development (HUD) has awarded three renewal grants and three new grants under the Stewart B. McKinney Supportive Housing Program's Continuum of Care policy. The Stewart B. McKinney Supportive Housing Program (SHP), which is authorized by Title IV of the Stewart B. McKinney Homeless Assistance Act (the McKinney Act) (42 U.S.C. 11381-11389), is designed to promote the development of supportive services and housing to assist homeless persons in the transition from homelessness to living as independently as possible. The Continuum of Care policy was instituted to encourage organizations to cooperate and combine efforts in offering services to people who are homeless.

The three new projects to be funded by the subject grant are: (1) the Ambassador Hotel, sponsored by the Tenderloin Neighborhood Development Corporation; (2) the Homefulness Program, sponsored by Poor Magazine; and (3) the Veterans Academy at the Presidio, sponsored by Swords to Plowshares. The three Continuum of Care projects to be renewed by the subject grant are: (1) the Community-Based Medical Detoxification Program, sponsored by the Department of Public Health; (2) the

San Francisco Training Partnership, sponsored by Goodwill Industries; and (3) Volunteer Legal Services for Homeless People, sponsored by the Bar Association of San Francisco. Attachment I, provided by DHS, lists each organization receiving the subject grant funds and the services they intend to provide.

Budget: Attachment II, provided by DHS, lists each organization receiving grant funds, the amount of grant funding to be allocated to them, the term of grant funding and the amount of grant funding for each project to be allocated to DHS Administrative Costs. As DHS reported to HUD in the grant application, DHS will retain five percent of HUD funds provided to eligible Projects under the subject grant for Administrative Costs. The Ambassador Hotel Project is not eligible for such Administrative Costs because it is not a supportive services project. (See Comment No. 2) DHS will use such Administrative Costs funds to coordinate San Francisco's Continuum of Care Plan, which includes providing administrative and technical support for the participating organizations.

Required Match: $1,071,419 (See Comment No. 2)

Indirect Costs: Indirect costs are not allowed by the granting agency.

Comments:

1. According to Ms. Winnie Xie of DHS, the Department has not received the subject grant funds and therefore none of the funds have been disbursed to the participating agencies. The grant periods will begin upon authorization by the Board of Supervisors of the acceptance of the subject grant and subsequent disbursement of the subject grant funds by HUD.

2. The required match amount is 25 percent of HUD funding for supportive services for each of the projects. Supportive services are those services other than housing that go directly to homeless individuals and families, including employment and vocational training, job placement and retention services, literacy skills and clinical counseling. Attachment III, provided by DHS, summarizes the required match amounts and the sources of matching funds for each of the projects. Attachment IV is a letter outlining the Department of Public Health's

total contribution for its Community-Based Medical Detoxification Program, which is $1,824,379 over the duration of the three-year grant period, or $1,482,981 more than DPH's required match amount of $341,398.

3. Attachment V is a Grant Information Form provided by the Department of Human Services.

4. The Department of Human Services has prepared a Disability Access Checklist, a copy of which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

Tenderloin Neighborhood Development Corporation – *The Ambassador Hotel*
New – Shelter Plus Care
The HUD grant provides funds for 50 SRO Mod Rehab Shelter Plus Care rental assistance slots for disabled homeless persons. Through the S+C program, individuals from streets and shelters will gain direct access to permanent and affordable housing with a complement of services designed to address many of the specific support needs that typically accompany homeless individuals. A network of service providers, including Baker Places, Conard House, Black Coalition on AIDS, and the San Francisco Network Ministries, will deliver a variety of specialized, on-site services under the leadership and coordination of TNDC.

Poor Magazine – *Homefulness Program*
New – Supportive Housing Program
HUD McKinney funds will create a new permanent congregate housing project, with employment and on-site support services that will serve three families who are homeless, disabled, and with history of domestic violence. This innovative program will include extensive employment services contracted by Poor Magazine's Welfare to Work program, which includes job training, placement and retention services. In addition, the program will provide on-site mental health services, economic self-sufficiency training, day care, and transportation in a wraparound model of care.

Swords to Plowshares – *The Veterans Academy at the Presidio*
New – Supportive Housing Program
The Veterans Academy is an innovative combination of permanent housing and vocational training, with support services that will provide residents with an opportunity to obtain the skills necessary to be competitive in the job market and to obtain employment that pays a living wage. The overall purpose of this project is to provide counseling, rehabilitation, and intensive vocational services for homeless veterans at the Veterans Academy in the presidio (100 Section 8 Units/certificates.) This project completes a continuum of care for homeless veterans of the US Armed Forces who constitute more than a third of the adult male homeless population in the City and County of San Francisco. The HUD McKinney funds will be used to provide support services, including case management, substance abuse treatment, mental health care, job training, placement, and retention services as well as a nutritious program.

San Francisco Department of Public Health – *Community-Based Medical Detoxification*
Renewal – Supportive Housing Program
Renewal funds will be spent to continue the services at the Community-based Medical Detoxification Program: medical assessment and substance abuse treatment planning; ongoing medical intervention for non-acute medical problems and addiction withdrawals; substance abuse interventions to ensure access and linkages to ongoing substance abuse services and medical care; follow-through of withdrawal and other medical interventions; immediate linkage to acute care when needed; psycho-social counseling and interventions; appropriate nutrition and vitamin supplements; and direct referrals to ongoing substance abuse treatment and medical support.

Goodwill Industries – *San Francisco Training Partnership Program*
Renewal – Supportive Housing Program
The purpose of this program is to bridge the gap between homeless and independence, assisting homeless people to enter the work force in a relatively short period of time. The San Francisco Training Partnership Program is a flexible, employment focused program emphasizing consumer choice and offering outreach, assessment, short term training, Life Skills instructions, paid transitional employment, significant supportive services, job placement and follow-up, all individually customized to meet the unique needs of homeless veterans and ex-offenders.

Bar Association of San Francisco – *Volunteer Legal Services Program*
Renewal – Supportive Housing Program
This project is a collaboration between the Volunteer Legal Services Program's Homeless Advocacy Project and Swords to Plowshares. Renewal funds will allow the program to continue to move people out of homelessness and into housing and greater stability by providing integral legal and social services for people who live in shelters or on the streets, with an emphasis on serving veterans.

Attachment II

Continuum of Care Supportive Housing Program McKinney 1999 Awards
Grant Term Expenditure Budget
The City and County of San Francisco

Grant Number	Project Sponsor	Project Name	Grant Term	Award Amount Allocated to other Sponsors		Award Amount Allocated to DHS Admin	Total Award for the Project
CA01B901001	Tenderloin Neighborhood Development Corporation	The Ambassador Hotel	10 Years	$4,494,000	New	$0	$4,494,000
CA01B901002	Poor Magazine	Homefulness	3 Years	$112,148	New	$5,607	$117,75
CA01B901003	Swords to Plowshares	The Veterans Academy at the Presidio	3 Years	$1,129,482	New	$56,474	$1,185,95
CA01B901004	San Francisco Deptartment of Public Health Community Substance Abuse Services	Community-Based Medical Detoxification Program	3 Years	$1,365,593	Renewal	$68,280	$1,433,87
CA01B901005	Goodwill Industries	San Francisco Training Partnership	2 Years	$576,666	Renewal	$28,833	$605,49
CA01B901006	Bar Association of San Francisco	Legal Services for Homeless People	3 Years	$1,137,787	Renewal	$56,889	$1,194,67
			Grand Total:	8,815,676		$216,083	$9,031,75

Attachment:

Sources of Cash Match Funds

Program	Sponsor	SHP Award Amount for Supportive Services Budget	Required 25% Cash Match Amount	Sources of 25% Cash Match Funds	25% Cash Match Fund Item Amount	Total 25% Cash Match Amount for the Program
The Ambassador	The Tenderloin Neighborhood Development Corporation	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Volunteer Legal Services for Homeless People	The Bar Asso. of San Francisco	$1,137,787	$284,447	Evelyn & Walter Haas Jr. Fund Walter & Elise Haas Fund United Way of the Bay Area Mayor's Office of Community Development Van Loben Sels Foundation Charles & Helen Schwab Family Foundation The State Bar of California Friedman Family Foundation May & Stanley Smith Charitable Trust The National Association For Public Law	$35,000 $15,000 $57,330 $55,000 $25,000 $50,000 $5,000 $15,000 $60,000 $65,000	$382,330
Homefulness	Poor Magazine	$76,148	$19,037	Charles & Helen Schwab Family Foundation	$100,000	$100,000
Veterans Academy at Presidio	Swords to Plowshares	$1,129,482	$282,370	Swords to Plowshares	$282,370	$282,370
Community-Based Medical Detox Program	Department of Public Health	$1,365,593	$341,398	Community Substance Abuse Services Department of Public Health	$1,824,379	$1,824,379
San Francisco Training Partnership	Goodwill Industries	$576,666	$144,167	Northern California Service League Swords to Plowshares Goodwill Industries	$51,600 $50,000 $49,775	$151,375

Attachment IV

y and County of San Francisco
Department of Public Health

Community Substance Abuse Services
1380 Howard Street, Room 400
San Francisco, CA 94103
(415) 255-3500
(415) 255-3529 FAX

May 25, 2000

Ms. Bonita Davenport
Ms. Yulitza Peraza
Department of Human Services
1440 Harrison Street, 2nd Floor
San Francisco, CA 94103

Dear Ms. Davenport and Ms. Peraza;

The purpose of this letter is to confirm the intent of Community Substance Abuse Services (CSAS), Department of Public Health to continue funding for Baker Places 4th Avenue Detox and Tom Waddell Health Clinic. Funding from CSAS is the cash match towards the HUD grant (CA01B901004) for community based medically supported detox.

CSAS has awarded $596,772 towards this project for FY 2000-01. CSAS intends to award $605,023 for FY 2001-02 and $622,584 for FY 2002-03. All funding is dependent upon the availability of revenue to CSAS.

Sincerely,

Jim Stillwell
Director of Finance and Business Operations

cc: Cynthia Cunningham Morales, Budget Analyst
Mario Hernandez, Program Analyst

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Continuum of Care Supportive Housing Program Stewart B. McKinney 1999 Award**

2. Department: **Department of Human Services**
Division of Housing and Homeless Program

3. Contact Person: **Bonita Davenport** Telephone: **415-558-1810**

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: **$9,031,759**

6a. Matching Funds Required: **25% of the requested HUD fund on supportive services budget line item**

b. Source(s) of matching funds (if applicable):

Please refer to the attachment

7a. Grant Source Agency: **The U.S. Department of Housing and Urban Development**
Stewart B. McKinney
b. Grant Pass-Through Agency (if applicable): **Not Applicable**

8. Proposed Grant Project Summary:

The following grant projects are a part of the Continuum of Care system for homeless population in San Francisco:

Tenderloin Neighborhood Development Corp. / The Ambassador Hotel: A SRO Mod Rehab Shelter plus Care rental assistance for disabled homeless persons.
SF Bar Asso./ Volunteer Legal Services for Homeless People: Integrated volunteer legal and social services for Homeless people with an emphasis on veterans
Poor Magazine / Homefulness: A new permanent congregate housing project with employment and on-site support services for homeless families
Swords to Plowshares / The Veterans Academy at the Presidio: Permanent housing with supportive services to homeless veterans with disabilities
DPH / Community Based Medical Detoxification Program: To continue the medical assessment and medical/ substance abuse treatment, planning, and intervention to homeless adults
Goodwill Industries / SF Training Partnership: Employment focused program assisting homeless veterans and/or ex-offenders to enter the work force

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

	Start-Date:	End-Date:
Tenderloin Neighborhood Development Corp. / The Ambassador Hotel	To be determined	To be determined
Bar Asso./ Legal Services for Homeless People	3/1/2000	2/28/2003
Poor Magazine / Homefulness	To be determined	To be determined
Swords to Plowshares / Veterans Academy	7/1/2000	6/30/2003
DPH/Community-Based Medical Detox Program	7/1/2000	6/30/2003
Goodwill Industries / SF Training Partnership	4/1/2000	3/31/2002

10. Number of new positions created and funded: No new city position created

11. If new positions are created, explain the disposition of employees once the grant ends?
N/A

12a. Amount budgeted for contractual services: All

b. Will contractual services be put out to bid? No

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

d. Is this likely to be a one-time or ongoing request for contracting out? One time

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[X] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[X] Existing Structure(s)	[X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[X] New Program(s) or Service(s)
[XNew Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments: PLEASE SEE ATTACHED ADDENDUM

Departmental or Mayor's Office of Disability Reviewer: SUSAN MIZNER
(Name)

Date Reviewed: 6/23/00

Department Approval: Will Lightbourne (Name) Executive Director of DHS (Title)

(Signature)

Addendum

Continuum of Care Supportive Housing program, Stewart B. McKinney 1999 Award

Mayor's Office on Disability Review

The Mayor's Office on Disability has reviewed the proposals and approves the six projects under the following conditions:

1. TNDC – Ambassador Hotel
   a) Within 2 weeks of operation, TNDC and the Ambassador Hotel will provide notice to all applicants and residents of their rights under the Fair Housing Amendments Act and the Americans with Disabilities Act. (MOD would be happy to supply a sample notice.)
   b) Within 3 months of operation, TNDC and the Ambassador Hotel staff will have materials available in alternative formats.
   c) Within 3 months of operation, TNDC and the Ambassador Hotel staff will ensure that any transportation provided as part of the program include wheelchair accessible transportation. (MOD would be happy to help facilitate these arrangements.)
   d) Within six months of operation, TNDC and the Ambassador Hotel staff, including all front-line staff, will undergo 6 hours each of training on Fair Housing Amendments Act and the ADA.

2. Poor Magazine
   - Within six months of funding, Poor Magazine staff will participate in 6 hours of Fair Housing Amendments Act and ADA training. Poor Magazine must also provide notice of FHAA and ADA rights to all clients.

3. Goodwill – San Francisco Training Partnership
   - Within six months of funding, the Northern California Service League partner will have all staff in contact with clients receive training in the Americans with Disabilities Act. This training can be provided through the Goodwill Partnership.

4. Tom Waddell Health Center – Baker Places Medically Supported Detox
   a) Within two months of funding, Baker Places will supply a notice of rights under the ADA to all clients.
   b) Within six months of funding, all Baker Places staff will have received at least two hours of training in the ADA, programmatic access, and how to provide reasonable accommodations.

c) Within six months of funding, all program materials will be available in alternative formats.
d) Within two months of funding, Tom Waddell Health Center will report to the Mayor's Office on Disability how equivalent services (medically supported detox) are equally available within the City of San Francisco in wheelchair accessible locations. If such services are not available, this funding will be suspended after one year, until the equivalent wheel-chair accessible services are in place.

5. Swords to Plowshares – Veterans Academy

- Within six months of funding, Swords to Plowshares will arrange for proper signage in elevators for sight-impaired individuals.

6. SF Bar Association – Legal Services for Homeless People

- Within six months of funding, Swords to Plowshares partner will arrange for signage marking paths of travel.

Item 3 – File 00-1393

Department:	Mayor's Criminal Justice Council
Item:	Resolution authorizing the Mayor's Criminal Justice Council to accept and expend funds in the amount of $595,000 from the State Board of Corrections under the Juvenile Crime Enforcement and Accountability Challenge Grant Program (JCE & ACG) to implement a Local Action Plan to provide a continuum of responses to juvenile crime and delinquency.
Grant Amount:	$595,000
Source of Funds:	State Board of Corrections
Grant Period:	July 1, 2000 to June 30,2001 (One year) (See Comment No. 1)
Project:	Juvenile Justice Local Action Plan
Description:	The JCE & ACG Program authorizes the State Board of Corrections to award grant monies for county projects on a competitive basis for programs to develop and implement strategies that provide an effective continuum of responses for the prevention, intervention, supervision, treatment and incarceration of juvenile male and female offenders. In 1996, in order to qualify for the JCE & ACG funds, the Board of Supervisors established the Juvenile Justice Coordinating (JJC) Council to address juvenile crime and delinquency. The JJC Council includes 14 members appointed by the Board of Supervisors including two at large community representatives and one representative from each of the following 12 organizations to the JCC Council: (1) the Adult Probation Department, (2) the District Attorney's Office; (3) the Police Department; (4) the Public Defender; (5) the Sheriff's Department; (6) the Board of Supervisors; (7) the Department of Human Services, (8) the Department of Public Health (including the Mental Health Division), (9) the San Francisco Unified School District, (10) the Recreation and Park Department, (11) the Mayor's Office, and (12) a community-based drug and alcohol program.

In 1997, the Mayor's Criminal Justice Council was awarded a three-year Juvenile Crime Enforcement & Accountability Challenge Grant (File No. 68-97-7). The JJC Council, in accordance with this grant program, developed and implemented a Local Action Plan to identify strategies that the City would use to address juvenile crime and delinquency. The goal of the Juvenile Justice Local Action Plan has been to develop and implement a multi-agency plan that provides a continuum of responses for at-risk youth and juvenile offenders. This Local Action Plan was developed in 1997 by the Multi-agency Juvenile Justice Coordinating Council, which is composed of the Chief Probation Officer of the Juvenile Probation Department, and one representative from each of the following 10 departments and organizations: (1) District Attorney, (2) Police Department, (3) Public Defender, (4) Sheriff's Department, (5) Board of Supervisors, (6) Department of Human Services, (7) Department of Public Health, (8) the Mayor's Office, (9) Delancey Street, a non-profit community-based drug and alcohol program serving as a consultant for this plan, and (10) the San Francisco Unified School District. The Board of Supervisors approved the Juvenile Justice Local Action Plan on February 24, 1997 (Resolution No. 170-97).

According to Mr. Eugene Clendinen of the Mayor's Criminal Justice Council, many cities throughout California that received JCE & ACG Program grants were unable to implement some elements of their Local Action Plans within the first year of the grant. Consequently, the evaluation period for some programs was significantly reduced. The proposed resolution would authorize the Mayor's Criminal Justice Council to accept and expend funds in the amount of $595,000 from the State Board of Corrections under the JCE & ACG program as a one-year extension of the original Local Action Plan grant. Mr. Clandinen notes that the JCE & ACG one-year extension is being granted State-wide in order to allow better evaluation of Local Action Plan programs throughout California.

Budget: The budget for the subject grant is as follows:

Professional Services (See Comment No. 2)	$200,000
Community Based Organization Contracts (See Comment No. 3)	395,000
Total	**$595,000**

Attachment I, provided by the Mayor's Criminal Justice Council, provides budgetary details on both the Professional Services and Community Based Organization Contracts.

Required Match: $592,756 (See Comment No. 4)

Indirect Costs: The proposed resolution provides for a waiver of indirect costs so that such funds can be applied directly to services and evaluation.

Comment: 1. Mr. Clendinen reports that the Department will not receive any of the subject grant funds until authorized to do so by the Board of Supervisors. Therefore none of the funds have been disbursed to the Contractors, nor have any of the subject funds been spent. Mr. Clendinen further states that Juvenile Justice Local Action Plan Programs are currently being provided using previously approved funds.

2. Mr. Clendinen reports that the Professional Services provided for in the budget are for program evaluation services required by the State Board of Corrections. The Contractors for program evaluation, BTW Consultants, Troy Duster, and the National Council on Crime and Delinquency, were selected on a sole source basis because these consultants specialize in criminal and juvenile justice evaluation. Mr. Clendinen further states that sole source waivers have been completed and approved by the Human Rights Commission.

The Contractors will evaluate all six of the Juvenile Justice Local Action Plan Programs conducted by community based organizations. These Programs are: (1) Bayview Safe Haven; (2) Early Risk; (3) Life Learning Academy Charter School; (4) Safe Corridor; (5) the

Community Assessment & Referral Center; and (6) Life Learning Girls Residential Center.

3. Mr. Clendinen states that the $395,000 for community based organization (CBO) contracts will continue funding for the following existing programs: San Francisco League of Urban Gardeners' Bayview Safe Haven Program, Delancey Street's Life Learning Academy Charter School and Huckleberry Youth Programs' Community Assessment & Referral Center.

4. According to Mr. Clendinen, the required matching amount of $592,756 is made up of in-kind contributions in the form of facility space for the programs provided by various participating organizations, including the Central YMCA, the Joseph Lee Recreation Center and the Mission Police Activities League.

5. Attachment II is a Grant Information Form provided by the Mayor's Criminal Justice Council.

6. Since the grant period for the subject grant began on July 1, 2000, the proposed resolution should be amended to provide for retroactivity. Mr. Clendinen states that the proposed resolution is retroactive because the Mayor's Criminal Justice Council did not receive written confirmation of the award from the California Board of Corrections until July 19, 2000.

7. The Mayor's Criminal Justice Council has prepared a Disability Access Checklist, a copy of which is on file with the Clerk of the Board of Supervisors.

Recommendations:

1. In accordance with Comment No. 6, amend the proposed resolution to provide for retroactivity.

2. Approve the proposed resolution, as amended.

Challenge Grant 1 Budget Breakdown

Bayview Safe Haven - SLUG	
Salaries & Fringe	$ 115,440.00
Materials & Supplies	$ 9,300.00
*CBO Sub-contracts	$ 50,000.00
Copier Lease	$ 2,400.00
Travel	$ 3,000.00
Training	$ 3,000.00
Printing	$ 1,000.00
Telephone	$ 2,000.00
Administrative 10%	$ 18,614.00
	$ 204,754.00

* CBO Sub-contracts include Infusion One, National Junior Tennis Association, and the Bicycle Community Project.

Life Learning Academy - DSF	
Salaries & Fringe	$ 94,400.00
Materials & Supplies	$ 4,000.00
Training	$ 3,000.00
	$ 101,400.00

CARC - HYP	
Salaries & Fringe	$ 80,846.00
Materials & Supplies	$ 5,000.00
Training	$ 3,000.00
	$ 88,846.00

Total CBO Budget: $ 395,000.00

Professional Services - Evaluators	
Troy Duster	$ 38,213.00
NCCD	$ 91,000.00
BTW Consultants	$ 70,787.00

Total Professional Svcs. $ 200,000.00

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. **Grant Title:** Juvenile Crime Enforcement and Accountability Challenge Grant

2. **Department:** Mayor's Criminal Justice Council

3. **Contact Person:** Eugene Clendinen **Telephone:** 554-6260

4. **Grant Approval Status (check one):**

[X] Approved by funding agency [ ] Not yet approved

5. **Amount of Grant Funding Approved or Applied for:** $595,000

6a. **Matching Funds Required:** $592,756
b. **Source(s) of matching funds (if applicable):** In-kind facility matches

7a. **Grant Source Agency:** California Board of Corrections
b. **Grant Pass-Through Agency (if applicable):**

8. **Proposed Grant Project Summary:** The funding from this grant will enable the City & County of San Francisco to continue to implement the Local Action Plan programs designed to intervene and prevent juvenile delinquency in San Francisco.

9. **Grant Project Schedule, as allowed in approval documents, or as proposed:**

Start-Date: July 1, 1997 **End-Date:** June 30, 2001

10. **Number of new positions created and funded:** No new positions are created

11. **If new positions are created, explain the disposition of employees once the grant ends?** N/A

12a. **Amount budgeted for contractual services:** $200,000

b. **Will contractual services be put out to bid?** Contracts are already in place. This funding will enable the evaluation services to be rendered for an additional year.

c. **If so, will contract services help to further the goals of the department's MBE/WBE requirements?** N/A

d. **Is this likely to be a one-time or ongoing request for contracting out?** N/A

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? N/A
b2. How was the amount calculated? N/A

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [X] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[X] Existing Structure(s)	[X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[X] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Dee Schexnayder
(Name)

Date Reviewed: 8.1.91

Department Approval: KIMIKO BURTON-CRUZ DIRECTOR, MCJC.
(Name) (Title)

Kimiko Burton-Cruz
(Signature)

Item 4 – File 00-1454

Department:	District Attorney
Item:	Resolution authorizing the District Attorney to contract for, accept and expend funds in the amount of $63,952 from the State Board of Control's Victims of Crime and Restitution Program for a project entitled "District Attorney's Contract – Criminal Restitution Compact," for a one-year period, from July 1, 2000 through June 30, 2001. The resolution would waive indirect costs due to funding constraints.
Grant Amount:	$63,952
Grant Period:	Retroactive to July 1, 2000, through June 30, 2001 (one year) (See Comment No. 1)
Source of Funds:	State Board of Control's Victims of Crime and Restitution Program
Program:	District Attorney's Contract – Criminal Restitution Compact
Description:	The proposed District Attorney's Contract – Criminal Restitution Compact (Agreement) between the State Board of Control and the District Attorney's Office would continue funding one existing grant-funded position in the District Attorney's Office (Class 8132 – Investigative Assistant – FTE 1.00). This Investigative Assistant, hired under the same grant for Fiscal Year 1999-2000, works to ensure that a restitution fine and order is imposed on every convicted offender whose victim has filed a claim for compensation of unreimbursed financial losses with the State Board of Control's Victims of Crimes and Restitution Program. The State Victims of Crimes and Restitution Program was created to provide financial assistance to eligible victims of crimes and eligible family members who have incurred financial losses as a direct result of crimes. Eligible financial losses include medical, mental health and funeral/burial expenses, as well as income losses. Compensation claims are paid through the State Restitution Fund, which is funded through criminal fines and penalties.

The primary duties of the grant-funded Investigative Assistant position include: (1) identifying and tracking convicted offenders connected to claims filed with the State Board of Control's Victims of Crimes and Restitution Program through the City's criminal justice system; (2) researching and recommending the amount of benefits to be paid to victims whose convicted offenders were imposed a restitution order by the Court with a "to be determined" dollar amount; (3) acting as a restitution resource in the area of restitution case law and statutory guidelines to the District Attorney's Office and the criminal justice community within the City.

Ms. Teresa Serata of the District Attorney's Office reports that the position funded by the subject grant during Fiscal Year 1999-2000 allowed the District Attorney's Office to review approximately 1,435 to 1,500 claims filed with the State Board of Control's Victims of Crimes and Restitution Program during Fiscal Year 1999-2000.

Budget: Attachment I, provided by the District Attorney's Office, contains the budget details for this $63,952 grant agreement.

Required Match: None.

Indirect Costs: The proposed resolution provides for a waiver of indirect costs so that all grant funds can be applied directly to program costs.

Comment:

1. The subject grant term is for one year, commencing on July 1, 2000 and ending on June 30, 2001. According to Ms. Serata, the District Attorney's Office has not yet received or expended any grant funds. However, Ms. Serata advises that because this is a continuing grant, the District Attorney's Office has incurred expenses against the proposed grant funds since July 1, 2000. Therefore the subject resolution should be amended to provide for retroactive authorization.

2. Ms. Serata advises that the existing position funded by the subject grant (Class 8132 – Investigative Assistant – FTE 1.00) is already designated as "G," or "Grant-

Funded," and that this position will expire upon termination of the grant agreement.

3. Attachment II is a Grant Application Information Form as prepared by the District Attorney.

4. The District Attorney has prepared a Disability Access Checklist for the proposed grant agreement, which is on file with the Clerk of the Board of Supervisors.

5. The proposed resolution contains a provision that authorizes the District Attorney to amend the proposed grant agreement with the State Control Board without obtaining approval by the Board of Supervisors, unless such amendment has fiscal impact to the City. Amendments to the grant agreement with fiscal impact to the City would still require Board of Supervisors approval. This provision was approved by the Board of Supervisors when the resolution for the Fiscal Year 1999-2000 grant was approved.

Recommendation:

1. Amend the proposed resolution to provide for retroactive authorization, in accordance Comment No. 1 above.

2. Approve the proposed resolution, as amended.

Criminal Disposition Compacts

BUDGET WORKSHEET

San Francisco District Attorney

2000/2001 Budget

SALARIES AND WAGES

Position/class	Salary	FTE		TOTAL
8132 (Step 2&3)	44,303	1	44,303	$ 44,303
DA Investigative Asst				

BENEFITS

	Rate	FTE		
	12,687	1	12,687	$ 12,687

Total Personal Services $ 56,990

OPERATING AND OVERHEAD EXPENSES

Telephone, FAX, Computer Line	$300/month x 12 months*		3,600	
Training	Est. Conference fee & mileage $.325/mile x4x200miles(round)		260	
Travel	Hotel: Gov't rate for Sacramento x 4 trips:			
	$79(+tax) x 4	354		
	Meals & Incidentals: lunch @$37 per day x 4:	148	502	
Material & Supplies	$ 650.00 /year*		650	
Office Supplies	$ 850.00 /year*		850	
Miscellaneous -				
	Postage*		165	
	Printing & Photocopying* # $ 935.00 /year*		935	
Total Operating Expenses				6,962

*based on direct labor % of DA's office expenses

TOTAL AMOUNT OF CONTRACT **$ 63,952**

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **District Attorney's Contract - Criminal Restitution Compact**

2. Department: **District Attorney**

3. Contact Person: **Teresa Serata** Telephone: **553-1895**

4. Grant Approval Status (check one):

[x] **Approved by funding agency** [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $ 63,952.00

6a. Matching Funds Required: $ **n/a**
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: **Board of Control**
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:

The California Victims of Crime Program (VOCP) was statutorily created to assist eligible victims of crimes and eligible family members by providing financial assistance for eligible pecuniary losses incurred as a direct result of crimes committed against them (Government Code 13959 et al.). Eligible pecuniary losses may include medical, mental health and funeral/burial expenses as well as income and/or support losses. The primary source of revenue for the program is derived from the imposition and collection of penalty assessments and restitution fines levied against convicted offenders. The intent of this contract is to ensure that appropriate diversion restitution fee is in place for all diverted offenders.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: July 1, 2000 End-Date: June 30, 2001

10. Number of new positions created and funded: None

11. If new positions are created, explain the disposition of employees once the grant ends?
Positions will be deleted.

12a. Amount budgeted for contractual services: n/a

b. Will contractual services be put out to bid?

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?

13a. Does the budget include indirect costs? [ ] Yes [x] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [x] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Grantee must be designated by the Board of supervisors as the agency delivery comprehensive services to crime victims. Legislatively mandated services are described in Government Code 13959 et seq.

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[x] Existing Site's)	[ ] Existing Structure's)	[ ] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: _____
(Name)

Date Reviewed: _____

Department Approval: Terence Hallinan (Name) District Attorney (Title)

_____
Signature

Item 5 - File 00-1465

Department:	District Attorney
Item:	Resolution authorizing the District Attorney (DA) to retroactively accept and expend grant funds in the amount of $110,000, and to waive indirect costs, for a continuing project entitled "Special Emphasis Victim/Witness Assistance Program – Elder Abuse." These funds are available through the State of California's Office of Criminal Justice Planning (OCJP) for the one-year period from July 1, 2000 through June 30, 2001.
Grant Amount:	$110,000
Grant Period:	Retroactive to July 1, 2000, through June 30, 2001 (one year) (See Comment No. 1)
Source of Funds:	State of California's Office of Criminal Justice Planning (OCJP), with funds made available through the Victims of Crime Act (VOCA).
Program:	Special Emphasis Victim/Witness Assistance Program – Elder Abuse

Description: The proposed resolution would authorize the District Attorney's Office to accept and expend the grant funds in the amount of $110,000 to provide continuing funding for the Special Emphasis Victim/Witness Assistance Program – Elder Abuse (Program). This Program provides comprehensive services to all reported victims of elder abuse in San Francisco. Elder abuse includes mistreatment of older persons through physical, sexual or psychological violence, neglect of care, economic exploitation, forced control of finances and fraud. The subject Program targets three City neighborhoods with large populations of elders and high rates of elder abuse: Bayview/Hunters Point, Chinatown and the Tenderloin. This Program aims to provide direct assistance to all elder abuse victims, with particular emphasis on the target neighborhoods, by bringing culturally and language appropriate services directly to those in need. Services include advocacy and referral for emotional, financial,

housing, health, daily living, legal and criminal justice system support.

Budget: Attachment I, provided by the District Attorney's Office, contains the proposed project budget of $137,500 ($110,000 in grant funds plus $27,500 in matching funds).

Required Match: $27,500, or 20 percent of total project costs of $137,500, would be provided by in-kind services from the District Attorney's Office Fiscal Year 2000-2001 budget.

Indirect Costs: The proposed resolution provides for a waiver of indirect costs so that all grant funds can be applied directly to program costs.

Comments:

1. The subject grant term is for one year, commencing on July 1, 2000 and ending on June 30, 2001. Ms. Teresa Serata of the District Attorney's Office advises that because this is a continuing grant, the District Attorney's Office has incurred expenses against the proposed grant funds since July 1, 2000. Therefore, the proposed resolution provides for retroactive approval for the District Attorney's Office to accept and expend the subject grant funds.

2. According to Ms. Serata, the subject grant would partially fund four (1.5 FTE) existing grant-funded positions (see Attachment I for details). Ms. Serata advises that these positions are designated "G," for Grant-Funded, and will terminate when the grant funding expires.

3. Attachment II is a Grant Application Information Form prepared by the District Attorney's Office.

4. The District Attorney has prepared a Disability Access Checklist, which is on file with the Clerk of the Board of Supervisors.

Recommendation: Approve the proposed resolution.

BUDGET CATEGORY AND LINE-ITEM DETAIL

A. Personal Services - Salaries/Employee Benefits						IN-KIND	COST	TOTAL
SALARY								
CLASS TITLE	BI-WEEKLY	#PPS	FTE					
8129 VW Inv I - Proj Coord	1,913.74	x 6.50	x 1.00	= 12,439.31				
8131 (Alexis)	2,099.14	x 7.00	x 1.00	= 14,693.98				
(eff 10.01)	2,151.62	x 12.50	x 1.00	= 26,895.25	54,028.54			
8129 VW Inv I	1,882.07	x 13.50	x 0.30	= 7,622.38				
**(Do)	1,936.73	x 3.80	x 0.30	= 2,207.87				
	2,021.58	x 8.70	x 0.30	= 5,276.32	15,106.58			
8135 Asst Chief Inv V/W	2,215.00	x 7.20	x 0.10	= 1,594.80				
(Alexander)	2,327.00	x 6.30	x 0.10	= 1,466.01				
	2,362.00	x 12.50	x 0.10	= 2,952.50	6,013.31			
8132 Grants Mgr	1,936.00	x 13.50	x 0.10	= 2,613.60				
(Flores)	1,936.00	x 12.50	x 0.10	= 2,420.00	5,033.60			
TOTAL FTE / SALARY			1.500		80,182.03		80,182	80,182
FRINGE								
Soc Sec Tax/Medicare	80,182.03	x 7.65%		= 6,133.93				
Retirement	80,182.03	x 7.50%		= 6,013.65				
Unemployment	80,182.03	x 0.17%		= 136.31				
Dental	39.42	x 26.00	x 1.50	= 1,537.38				
Health Service	187.31	x 26.00	x 1.50	= 7,305.09				
TOTAL FRINGE					21,126.36		21,126	21,126
TOTAL PERSONNEL (COST)				101,308.39				
**mou premium included								
IN-KIND								
Volunteer Hours:								
based on 8129 step 1	19.72	x 1242.1 hours		=	24,500.00		24,500	24,500
				total inkind / cost	24,500.00	101,308.00		
TOTAL - Salaries and Benefits								125,808

OCJP-A303c(rev.3/99)

BUDGET CATEGORY AND LINE-ITEM DETAIL

B. Operating Expenses	cost/employee		fte				IN-KIND	COST	TOTAL
Photocopying**	39.00	x 12	x 1.50	= 702.00				702	702
Telephone / Pagers**	80.00	x 12	x 1.50	= 1,440.00				1,440	1,440
Postage**	10.00	x 12	x 1.50	= 180.00				180	180
Office Supplies**	50.00	x 12	x 1.50	= 900.00				900	900
Audit Cost									
1% of grant amount	110,000	x 1%		= 1,100.00				1,100	1,100
Printing (brochures, fliers, outreach materials)				544.00				544	544
Travel / Training									
OCJP travel & training (1.3 staff):									
Hotel (125.00/night x 5 x 1.3)				812.50					
Per Diem (46.00/day x 6 days x 1.3)				358.80					
Other Training Expense (Misc)				147.00					
local travel @ .325/mile (200mi x .325 x 1.3)				84.50					
				1,402.80				1,403	1,403
Office Space Rental									
Brannan Off Location	288.46	x 12.00	x 0.70	= 2,423.06	8,691.86			2,423	2,423
** based on direct labor % of DA's office exp									
IN-KIND (office space rental)									
one satellite location	200 sq ft	x 12	x 1.25 per sq ft		3,000.00		3,000		3,000
				total inkind / cost	3,000.00	8,692.00			
TOTAL									11,692

OCJP-A303c(rev.3/99)

SOURCE: District Attorney's Office

BUDGET CATEGORY AND LINE-ITEM DETAIL C. Equipment	IN-KIND	COST	TOTAL
total inkind / cost 0.00 0.00			
TOTAL EQUIPMENT			0

TOTAL	IN-KIND	COST
137,500.00	27,500.00	110,000.00

PROJECT TOTAL	137,500

FUND DISTRIBUTION	FEDERAL	STATE	CASH MATCH	IN-KIND MATCH
1. Amount of Funds	110,000			27,500
2. Percentage of Funds	80%			20%

OCJP-A303c(rev.3/99)

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Special Emphasis Victim Assistance Program-Elder Abuse**

2. Department: **District Attorney's Office**

3. Contact Person: **Teresa Y. Serata** Telephone: **553-1895**

4. Grant Approval Status (check one):

[ ] Approved by funding agency [x] Not yet approved

5. Amount of Grant Funding Approved or Applied for: **$110,000**

6a. Matching Funds Required: **$ 27,500**
b. Source(s) of matching funds (if applicable): **General Fund**

7a. Grant Source Agency: **Office of Criminal Justice Planning**
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:

This special victim advocacy program provides direct services and support for all elder abuse victims in San Francisco. The program operates out of its central service center and also out of three satellite neighborhood base service center. The program will train and engage seniors as peer victim advocates. Services are provided in a culturally appropriate and multi-lingual manner. Services include advocacy and referral for emotional, financial, housing, health, daily living, legal, and criminal justice system support.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: **July 1, 2000** End-Date: **June 30, 2001**

10. Number of new positions created and funded: **None**

11. If new positions are created, explain the disposition of employees once the grant ends?

12a. Amount budgeted for contractual services: **N/A**

b. Will contractual services be put out to bid?

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?

13a. Does the budget include indirect costs? [ ] Yes [x] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [x] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Grantee awarded funds derived from 1984 Victims of Crime Act (VOCA). The primary purpose of the VOCA victim assistance grant program is to provide direct assistance to innocent victims of violent crime soon after the incident and to improve the victim's willingness to cooperate with the criminal justice process. Special Emphasis Victim Witness Assistance Programs provide local assistance grants for OCJP funded victim/witness centers and provide direct outreach services to special emphasis crime victims. The purpose of the program is to provide victim assistance services to undeserved minority victim populations who have been victimized by a specific violent criminal act.
Elder abuse victims in San Francisco need immediate and intensive victim support services beyond what the regular victim/witness program can provide. This special funding allows us to offer 24 hour and intensive victim support when these tragedies take place.

****Disability Access Checklist*****

15. This Grant is intended for activities at (check all that apply):

[x] Existing Site(s)	[ ] Existing Structure(s)	[ ] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: _____
(Name)

Date Reviewed: 7/14/00

Department Approval:

Terence Hallinan — District Attorney
(Name) (Title)

_____
(Signature)

Item 6 - File 00-1466

Department: District Attorney (DA)

Item: Resolution authorizing the District Attorney to retroactively accept and expend funds in the amount of $110,000 made available through the California Office of Criminal Justice Planning for the continued operation of the Special Emphasis Victim Witness Assistance Program – Surviving Families of Homicide, for the one-year period from July 1, 2000 through June 30, 2001.

Grant Amount: $110,000

Grant Period: Retroactive to July 1, 2000, through June 30, 2001 (one year) (See Comment No. 1)

Source of Funds: California Office of Criminal Justice Planning, with funds made available through the Victims of Crimes Act (VOCA).

Project: Special Emphasis Victim Witness Assistance Program – Surviving Families of Homicide.

Description: The proposed resolution would authorize the District Attorney's Office to retroactively accept and expend continuing grant funds in the amount of $110,000 to fund project staff and operating costs for the District Attorney's Special Emphasis Victim Witness Assistance Program – Surviving Families of Homicide (Program).

The District Attorney's Office has operated the Special Emphasis Victim Assistance Program since 1993. The Program provides comprehensive services to special emphasis victims, defined as under-served minority persons who have been victimized by violent criminal acts. Services provided by the District Attorney's Office include immediate crisis intervention, ongoing counseling, justice system support, and emergency housing relocation.

According to Ms. Teresa Serata of the District Attorney's Office, the proposed grant funds would be used to provide services to approximately 500 victims of violent crimes, with special emphasis on the target population of

surviving family members and friends of African-American homicide victims throughout San Francisco and particularly in the Bayview Hunters Point and Ingleside Districts.

Budget: Attachment I, provided by the District Attorney's Office, contains the proposed project budget of $137,500 ($110,000 in grant funds plus $27,500 in matching funds).

Required Match: $27,500, or 20 percent of total project costs of $137,500, would be provided by in-kind services from the District Attorney's Office Fiscal Year 2000-2001 budget.

Indirect Costs: The proposed resolution provides for a waiver of indirect costs so that all grant funds can be applied directly to program costs.

Comments:

1. The subject grant term is for one year, commencing on July 1, 2000 and ending on June 30, 2001. Ms. Serata of advises that because this is a continuing grant, the District Attorney's Office has incurred expenses against the proposed grant funds since July 1, 2000. Therefore, the proposed resolution provides for retroactive approval for the District Attorney's Office to accept and expend the subject grant funds.

2. According to Ms. Serata, the subject grant would partially fund five (1.4 FTE) existing grant-funded positions (see Attachment I for details). Ms. Serata advises that these positions are designated "G," for Grant-Funded, and will terminate when the grant funding expires.

3. The subject resolution authorizes the District Attorney's Office to accept and expend funds from the California Office of Criminal Justice Planning. However, the resolution does not specify the amount of funds the District Attorney's Office is authorized to receive. Therefore, the subject resolution should be amended to state the District Attorney is authorized to accept and expend a total of $110,000 from the California Office of Criminal Justice Planning.

4. Attachment II is a Grant Application Information Form prepared by the District Attorney's Office.

5. The District Attorney has prepared a Disability Access Checklist, which is on file with the Clerk of the Board of Supervisors.

Recommendations:

1. Amend the proposed resolution to state that the District Attorney's Office is authorized to accept and expend a total of $110,000 from the California Office of Criminal Justice Planning, in accordance with Comment No. 3 above.

2. Approve the proposed resolution, as amended.

BUDGET CATEGORY AND LINE-ITEM DETAIL

A. Personal Services - Salaries/Employee Benefits				IN-KIND	COST	TOTAL
SALARY						
CLASS TITLE	BI-WEEKLY	#PPS	FTE			
8131 VW Inv II - Proj Coord	2,099.14 x	13.50 x	1.00 = 28,338.39			
(Hawkins)	2,151.62 x	12.50 x	1.00 = 26,895.25	55,233.64		
8135 Asst Chf Inv VW	2,693.00 x	13.50 x	0.10 = 3,635.55			
(Hassett)	2,733.00 x	12.50 x	0.10 = 3,416.25	7,051.80		
8135 Asst Chf Inv VW	2,215.00 x	7.20 x	0.10 = 1,594.80			
(Alexander)	2,327.00 x	6.30 x	0.10 = 1,466.01			
	2,362.00 x	12.50 x	0.10 = 2,952.50	6,013.31		
8137 Chief VW Inv	3,125.00 x	13.50 x	0.10 = 4,218.75			
(Stapleton)	3,172.00 x	12.50 x	0.10 = 3,965.00	8,183.75		
1823 Sr Admin Analyst	2,384.00 x	13.50 x	0.10 = 3,218.40			
(Chan, G)	2,419.00 x	6.80 x	0.10 = 1,644.92			
	2,541.00 x	5.70 x	0.10 = 1,448.37	6,311.69		
TOTAL FTE / SALARY		1.40		82,794.19	82,794	82,794
FRINGE						
Soc Sec Tax/Medicare	82,794.19 x 7.65%		= 6,333.76			
Retirement	82,794.19 x 7.50%		= 6,209.56			
Unemployment	82,794.19 x 0.17%		= 140.75			
Dental	39.42 x	26.00 x	1.40 = 1,434.89			
Health Service	187.31 x	26.00 x	1.40 = 6,818.08			
TOTAL FRINGE				20,937.04	20,937	20,937
TOTAL PERSONNEL (COST)			103,731.23			
IN-KIND						
Volunteer Hours:						
based on 8129 step 1	19.72 x	1090 hours	=	21,500.00	21,500	21,500
			total inkind / cost	21,500.00	103,731.00	
TOTAL - Salaries and Benefits						125,231

OCJP-A303c(rev.3/99)

 Source: District Attorney's Office

BUDGET CATEGORY AND LINE-ITEM DETAIL

B. Operating Expenses				IN-KIND	COST	TOTAL
	cost/employee	fte				
Photocopying**	50.00 x	12 x 1.40 =	840.00		840	840
Telephone / Pagers**	80.00 x	12 x 1.40 =	1,344.00		1,344	1,344
Postage**	10.00 x	12 x 1.40 =	168.00		168	168
Office Supplies**	50.00 x	12 x 1.40 =	840.00		840	840
Audit Cost						
1% of grant amount	110,000 x	1% =	1,100.00		1,100	1,100
Travel / Training						
OCJP travel & training (1.30 staff):						
Hotel (125.00/night x 5 x 1.30)			812.50			
Per Diem (46.00/day x 6 days x 1.30)			358.80			
Other Training Expense (Misc)			200.00			
local travel @ .325/mile (200mi x .325 x 1.30)			84.50			
			1,455.80		1,456	1,456
Other Office Expense			521.00		521	521
			6,268.80		0	0
**based on direct labor % DA's office exp						
IN-KIND (office space rental)						
one satellite location	400 sq ft x	12 x 1.25 per sq ft	6,000.00	6,000		6,000
		total inkind / cost	6,000.00	6,269.00		
TOTAL						12,269

BUDGET CATEGORY AND LINE-ITEM DETAIL C. Equipment	IN-KIND	COST	TOTAL
total inkind / cost 0.00 0.00			
TOTAL EQUIPMENT			0

TOTAL	IN-KIND	COST
137,500.00	27,500.00	110,000.00

PROJECT TOTAL **137,500**

FUND DISTRIBUTION	FEDERAL	STATE	CASH MATCH	IN-KIND MATCH
1. Amount of Funds	110,000			27,500
2. Percentage of Funds	80%			20%

OCJP-A303c(rev.3/99)

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Special Emphasis Victim Assistance Program-Homicide**

2. Department: **District Attorney's Office**

3. Contact Person: **Teresa Y. Serata** Telephone: **553-1895**

4. Grant Approval Status (check one):

[ ] Approved by funding agency [x] Not yet approved

5. Amount of Grant Funding Approved or Applied for: **$110,000**

6a. Matching Funds Required: **$ 27,500**
b. Source(s) of matching funds (if applicable): **General Fund**

7a. Grant Source Agency: **Office of Criminal Justice Planning**
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:

Special Emphasis Victim Witness Assistance Program will provide comprehensive services to special emphasis victims i the target population, family members and significant other of homicide victims in the African American communities of Bayview/Hunter's Point and the Ingleside District. The project will also maintain continuing contacts with secondary victims, providing follow-up counseling, criminal justice advocacy, and other supporting services.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: **July 1, 2000** End-Date: **June 30, 2001**

10. Number of new positions created and funded: **None**

11. If new positions are created, explain the disposition of employees once the grant ends?

12a. Amount budgeted for contractual services: **N/A**

b. Will contractual services be put out to bid?

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?

13a. Does the budget include indirect costs? [ ] Yes [x] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [x] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Grantee awarded funds derived from 1984 Victims of Crime Act (VOCA). The primary purpose of the VOCA victim assistance grant program is to provide direct assistance to innocent victims of violent crime soon after the incident and to improve the victim's willingness to cooperate with the criminal justice process. Special Emphasis Victim Witness Assistance Programs provide local assistance grants for OCJP funded victim/witness centers and provide direct outreach services to special emphasis crime victims. The purpose of the program is to provide victim assistance services to undeserved minority victim populations who have been victimized by a specific violent criminal act.
Surviving families of homicide victims in San Francisco need immediate and intensive victim support services beyond what the regular victim/witness program can provide. This special funding allows us to offer 24 hour and intensive victim support when these tragedies take place.

****Disability Access Checklist*****

15. This Grant is intended for activities at (check all that apply):

[x] Existing Site(s) [ ] Existing Structure(s) [ ] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s) [ ] Rehabilitated Structure(s) [ ] New Program(s) or Service(s)
[ ] New Site(s) [ ] New Structure(s)

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: _____
(Name)

Date Reviewed: 7/14/00

Department Approval:

Terence Hallinan District Attorney
(Name) (Title)

(Signature)

Item 7 - File 00-1467

Department:	District Attorney
Item:	Resolution authorizing the District Attorney to retroactively contract for, accept, and expend funds in the amount of $565,359, and to waive indirect costs due to funding constraints, for a project entitled "Joint Powers Agreement with Victim and Witness Assistance Program." These funds have been allocated from the State Board of Control's Victim of Crimes Program for the one-year period from July 1, 2000 through June 30, 2001.
Contract Amount:	$565,359
Contract Period:	Retroactive to July 1, 2000, through June 30, 2001 (one year) (See Comment No. 1)
Source of Funds:	State Board of Control's Victim of Crimes Program
Program:	Joint Powers Agreement with Victim and Witness Assistance Program
Description:	The proposed Joint Powers Agreement between the State Board of Control and the District Attorney's Office would provide continuing grant funds to be used by the District Attorney's Office to verify claims for compensation of unreimbursed financial losses submitted by victims of violent crimes. Compensation of unreimbursed financial losses incurred by victims of violent crimes is paid through the State Restitution Fund, which is funded through criminal fines and penalties. The proposed resolution represents the 14th year the City and State Board of Control have entered into this Joint Powers Agreement for the Victim and Witness Assistance Program.
Budget:	Attachment I, provided by the District Attorney's Office, contains the budget details for this $565,359 contract agreement between the State Board of Control and the City.
Required Match:	None.

JOINT POWERS AGREEMENT - SAN FRANCISCO DISTRICT ATTORNEY FY00-01

OPERATING EXPENSES:

** Postage:		110 X		7.800	858	
** Printing/Photocopying:		200 x		7.800	1,560	
** Office Supplies & other office expenses		622.8 X		7.800	4,858	
** Telephone:						
8.80 lines x (=1 fax line + 7.8 telephone line)		$60	12.00 months		6,336	
Travel/Training						
Supervisors 3-day training - Sacramento						
Hotel: 2 nights @79 + tax				176.00		
Mileage @.325/mile				65.00		
Meal & incidentals				114.00		
Claims Staff training x 3 staff: - Sacramento						
hotel:79/night for 2 nights + tax x 3 staff				480.00		
Meal & incidentals				342.00		
@$.325/mile x 2 r/trips x 3 trainings				195.00	1,372	
** Rent:						
12	months @ $	280	x	7.60 (FTE)	25,536	
Total operating costs					40,520	40,520

** Based on direct labor % of D.A.'s office expenses

CONTRACT TOTAL: 565,359

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Joint Powers Agreement - Victim Claims Verification**

2. Department: **District Attorney**

3. Contact Person: **Teresa Serata** Telephone: **553-1895**

4. Grant Approval Status (check one):

[x] **Approved by funding agency** [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $ 565,359.00

6a. Matching Funds Required: $ n/a
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: **State Board of Control - Victims of Crime**
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:

The Victim Claims Verification Project of the Victim and Witness Assistance Program will process: Initial and Late eligibility Determinations; Emergency Award Claims; Derivative eligibility Determinations; Initial and Subsequent Income/Support; Initial, Subsequent, and Preauthorization Mental Health bills; and all other bills relating to victims compensation claims on behalf of the Board of control's Victims of Crime Compensation Program during the contract agreement period of 7/1/00-6/30/01. victims or heir dependents are reimbursed for out-of -pocket losses for medical/counseling services, lost wages/support, and/or funeral/burial expenses.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: July 1, 2000 End-Date: June 30, 2001

10. Number of new positions created and funded: None

11. If new positions are created, explain the disposition of employees once the grant ends?
Positions will be deleted.

12a. Amount budgeted for contractual services: n/a

b. Will contractual services be put out to bid?

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?

13a. Does the budget include indirect costs? [ ] Yes [x] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [x] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Grantee awarded funds derived from the collection of fines and penalty assessments from convicted offenders and transferred to the Restitution Fund for allocation to counties based on claims production.

Funds are awarded to programs designated by their local governing Board to be local victim assistance program for their jurisdiction. Claims are verified and scheduled for payment or hearing pursuant to legislative mandates and administrative guidelines established by the Board of Control.

Claims staff must be trained and certified by the State Board of Control based on mandatory training and testing.

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[x] Existing Site's)	[ ] Existing Structure's)	[ ] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: _____
(Name)

Date Reviewed: 7/14/00

Department Approval: Terence Hallinan (Name) District Attorney (Title)

_____
Signature

Item 8 - File 00-1468

Department:	Police Department (SFPD)
Item:	Resolution authorizing the Chief of Police of the San Francisco Police Department to accept and expend grant funds in the amount of $100,000 from the California Department of Alcohol Beverage Control for the Grant Assistance to Local Law Enforcement Agencies Project prohibiting indirect costs.
Grant Amount:	$100,000
Source of Funds:	State of California Department of Alcoholic Beverage Control (ABC)
Grant Period:	July 1, 2000 through June 30, 2001
Project:	2000-2001 Grant Assistance to Local Law Enforcement Agencies Project

Description: On March 31, 2000, the Police Department submitted an application to the State of California Department of Alcoholic Beverage Control (ABC) to continue to fund a program that assists Police Department efforts to educate businesses licensed to sell alcoholic beverages on the prevention and enforcement of alcohol-related crimes. The State ABC subsequently selected the SFPD to receive funding for its grant proposal in the amount of $100,000. Police Inspector David Falzon of the SFPD reports that this is the fifth consecutive year that the City has been awarded the subject grant funds.

The subject grant funds would be used to supplement the SFPD Alcohol Beverage Control (ABC) program that identifies and targets retail businesses (e.g. restaurants, bars, and markets) which have licenses to sell alcoholic beverages at various locations within the City. Inspector Falzon states that although this program is for a one-year period from July 1, 2000 to June 30, 2001, the SFPD has neither accepted nor expended the subject grant funds.

The primary objective of the ABC program is to determine if such businesses are being conducted in an orderly manner, and to take appropriate enforcement action to gain

compliance with the law if such businesses are not operating in an orderly manner. Disorderly conduct would include narcotic trafficking, gambling, alcohol-related offenses, including selling alcoholic beverages to persons under 21 years of age, and other alcohol related crimes impacting the quality of life.

ABC operations typically include one Police Inspector, two Police Officers, and one or two minors posing as decoys, although the number and type of personnel varies from operation to operation. The subject grant would provide supplemental funding for SFPD ABC operations including salary and benefits for a 0.5 FTE Police Officer, overtime for various uniformed personnel involved with ABC operations, decoy pay for minors, computer equipment, and travel and training expenses. According to Inspector Falzon, SFPD's goal for FY 2000-2001 is to conduct one ABC operation each week.

Budget:

Personnel		
0.5 FTE Police Officer	$31,500	
Fringe Benefits @ 30%	9,450	
Overtime	52,050	
		$93,000
Operations (Decoy Pay)		2,500
Computer Equipment		2,500
Travel and Training Expenses		2,000
Total		**$100,000**

The details supporting this budget are shown in Attachment I, as provided by the SFPD.

Required Match: None.

Indirect Costs: The State ABC does not allow inclusion of indirect costs under this grant program.

Comments: 1. According to Inspector Falzon, the SFPD would use $93,000 of the subject grant funds to reimburse salary and fringe benefits for a 0.5 FTE Police Officer, and for overtime for various personnel, to coordinate, administer and participate in ABC operations, and to provide approximately

20 hours of orientation for Permit Officers at each of the 10 District Police Stations.

2. As noted above, $52,050 of the subject grant funds would be used to fund Police Officer and/or Police Inspector overtime for the ABC program. Inspector Falzon states that the SFPD needs to provide Police Officer and/or Inspector services for the ABC program on an overtime basis because Police Officers and/or Inspectors cannot perform such services as part of their existing, on-duty patrol and investigation functions. Inspector Falzon states that ABC operations, which are usually conducted at night, typically include one Police Inspector, two Police Officers, and one or two minors posing as decoys. According to Inspector Falzon, the Department hires persons under 20 years old and instructs them to attempt to purchase alcohol from a business being investigated. If the sales clerk sells alcohol to the minor, the sales clerk would be cited for a misdemeanor offense. In addition, the State ABC would pursue the matter administratively after being notified by the Police Department that a business licensed to sell alcohol has violated the law.

3. According to Inspector Falzon, the cost of the minors posing as decoys would be $2,500, which is based upon approximately 416 hours at an hourly rate of $6.

4. The subject grant stipulates that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. Ms. Lori Giorgi of the City Attorney's Office states that since the grant funds may result in increased criminal justice activities by the City (i.e. more investigations of ABC crimes), there may be some additional risk of liability for the City as a result of participating in this program.

5. The proposed resolution states that the Chief of Police is authorized to execute on behalf of the Board of Supervisors the Grant Award Agreement including any extensions and amendments thereof, without obtaining prior approval from the Board of Supervisors of such extensions and amendments. This provision was approved by the Board of Supervisors when the resolution for the FY 1999-2000 grant was approved.

6. Attachment II, provided by the SFPD, is the Grant Application Information Form. The SFPD has prepared a Disability Access Checklist, which is incorporated into Attachment II.

Recommendation: Approve the proposed resolution.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
Clerk of the Board
Controller
Stephen Kawa

BUDGET ESTIMATE

Attachment I

BUDGET CATEGORY AND LINE-ITEM DETAIL	COST (Round all budget amounts to nearest dollar)
A. Personal Services (salaries, overtime, and benefits)	
One (1) Police Officer $5,250.00/mo. (Billed at 50% of rate)	$31,500.00
Benefits (estimated at 30% of billable rate)	9,450.00
Overtime	52,050.00
TOTAL PERSONNEL SERVICES	
B. Operating Expenses (maximum $2,500)	
Decoy pay	2,500.00
TOTAL OPERATING EXPENSES	
C. Equipment (maximum $2,500)	
Computer and related equipment	2,500.00
TOTAL EQUIPMENT	
D. Travel Expense (maximum $2,000)	
Travel/Training	2,000.00
TOTAL TRAVEL EXPENSE	2,000.00
TOTAL BUDGET ESTIMATE, ALL CATEGORIES	$100,000.00

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: 2000-2001 Grant Assistance to Local Law Enforcement Agencies Project

2. Department: San Francisco Police Department

3. Contact Person: Inspector David Falzon (Vice Crimes) Telephone: 970-3001

4. Grant Approval Status (check one):

[XX] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $ 100,000

6a. Matching Funds Required: $ NONE
b. Source(s) of matching funds (if applicable): N/A

7a. Grant Source Agency: California Department of Alcohol Beverage Control
b. Grant Pass-Through Agency (if applicable): N/A

8. Proposed Grant Project Summary:

The San Francisco Police Department's Vice Crimes Unit will continue to identify, target and take appropriate action against those licensed premises, both on-sale and off-sale, which operate in a disorderly and disruptive manner. To identify and investigate complaints regarding the sale, manufacturing, and distribution of false identification cards. The primary objective is to educate licensees, prevent alcohol-related crimes and enforce all related laws. By enjoining the cumulative efforts of the San Francisco Police Department, the California Department of Alcohol Beverage Control, and related investigative tools it is expected to achieve the goals set forth.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: July 1, 2000 End-Date: June 30, 2001

10. Number of new positions created and funded: NONE

11. If new positions are created, explain the disposition of employees once the grant ends? N/A

12a. Amount budgeted for contractual services: N/A

b. Will contractual services be put out to bid? N/A

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

d. Is this likely to be a one-time or ongoing request for contracting out? N/A

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $ N/A
b2. How was the amount calculated? N/A

c. If no, why are indirect costs not included?
[X] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:
This project has been funded and operated yearly since 1995.

****Disability Access Checklist*****

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[X] Existing Structure(s)	[X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: _____
(Name)

Date Reviewed: 7-14-2000

Department Approval: Fred H. Lau (Name) Chief of Police (Title)

_____
(Signature)

BOARD of SUPERVISORS

City Hall
Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 544-5227

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8/5/00
Cancelled

NOTICE OF CANCELLED MEETINGS

VARIOUS COMMITTEES

SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN that pursuant to Resolution No. 158-00, the San Francisco Board of Supervisors has **cancelled** the following meetings of its various committees:

Committee	Date
Housing and Social Policy	September 5, 2000
Finance and Labor	September 6 and 13, 2000
Small Business, Economic Vitality and Consumer Services	September 7, 2000
Parks and Recreation	September 12, 2000
Transportation and Land Use	September 12, 2000
Public Health and Environment	September 14, 2000
Rules	September 14, 2000

Gloria L. Young, Clerk of the Board

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City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, September 19, 2000 **6:00 PM** **Legislative Chamber - Second Floor, City Hall**

Rescheduled Meeting

NOTICE IS HEREBY GIVEN that the regularly scheduled meeting of the Housing and Social Policy Committee for Tuesday, September 19, 2000, at 10:00 A.M., HAS BEEN RESCHEDULED TO Tuesday, September 19, 2000, at 6:00 P.M., and will be held in the Legislative Chamber, Second Floor, City Hall, Room 250.

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

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AGENDA CHANGES

REGULAR AGENDA

1. 001580 **[Federal grant to purchase specialized emergency equipment to improve the capability of Police, Fire and Health Departments in responding to a terrorist incident]**

Resolution authorizing the Mayor of the City and County of San Francisco to retroactively accept and expend a grant in the amount of $200,000.00 from the U.S. Department of Justice - Office of Justice Programs to administer the "State and Local Domestic Preparedness Equipment Support Program." (Mayor)

8/29/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 001261 **[Advertising Vehicles]**

Supervisor Katz

Ordinance amending Section 680 of the Police Code, relating to the operation of commercial advertising vehicles on public streets, to specify the purposes of that Section, to clarify the circumstances in which that Section applies, and to provide for administration and enforcement of that Section by way of injunctive relief and the imposition of specified civil penalties.

7/10/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 8/9/2000.

SPECIAL ORDER - 6:30 P.M.

3. 990935 **[Public Nuisance Vehicle Seizure and Forfeiture]**

Supervisor Brown

Ordinance amending Police Code by adding Article 50 (Sections 5000 through 5002) establishing that any vehicle used to facilitate in the solicitation of acts of prostitution, or the acquisition or attempted acquisition of a controlled substance is a nuisance and subject to seizure and forfeiture.

(Adds Article 50, Sections 5000 through 5002.)

5/10/99, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 6/9/1999.

6/28/99, SUBSTITUTED. SUBSTITUTED by Supervisor Brown in Board, bearing new title.

6/28/99, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

8/3/99, CONTINUED TO CALL OF THE CHAIR. Heard in Committee. Speakers: Alan Schlosser, ACLU; Steve Currier, Outer Mission Residents Association; Jakkee Bryson; Phillip Babcock, Harvey Milk Democratic Club; Andrew Long; Mark Ruberg; Lisa Grader, Poor Magazine; Ernestine Weiss; Bob Bagley, Director, San Francisco Hotels; Linda Mjellem, Executive Director, Union Square Association; Annie Ong; Peter Chin; Rubin Goodman; Cpt. Kevin Cashman, Vice Crimes Division, S.F. Police Department; Edmund; Bevan Dufty, Director, Mayor's Office of Neighborhood Services; Supervisor Brown; Captain Fagan, Fiscal Division, S.F. Police Department; Olga Gold.

9/15/99, TRANSFERRED to Parks and Recreation Committee.

7/21/00, FILED PURSUANT TO RULE 5.39.

7/31/00, REACTIVATED PURSUANT TO RULE 5.25. Supervisor Brown requested this matter be reactivated.

7/31/00, ASSIGNED to Housing and Social Policy Committee.

9/18/00, SUBSTITUTED. Supervisor Brown submitted an amendment of the whole

9/18/00, ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

001490 **[Firearm Strict Liability Act]**

Supervisors Becerril, Bierman

Ordinance amending Article 35 of the Police Code by repealing existing Sections 3500 through 3512 and adding new Sections 3500 through 3503 to impose strict liability of gun manufacturers, importers and dealers for injuries and deaths caused by firearms and which occur within the City and County of San Francisco.

8/21/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 9/20/2000.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5163 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

[Budget Analyst Report]
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CITY AND COUNTY OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

September 14, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: September 19, 2000 Housing and Social Policy Committee Meeting

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Item 1 - File 00-1580

Department:	Mayor's Office Department of Public Health
Item:	Resolution authorizing the Mayor to retroactively accept and expend a grant in the amount of $200,000 from the United States Department of Justice, Office of Justice Programs, to administer the State and Local Domestic Preparedness Equipment Support Program and to enter into an agreement which does not include patent infringement indemnification and false claims clauses; waiving indirect costs.
Grant Amount:	$200,000
Source of Funds:	Federal Department of Justice, Office of Justice Programs
Grant Period:	March 1, 2000 through February 28, 2001 (see comment No. 1 below)
Project:	State and Local Domestic Preparedness Equipment Support Program

Description: The proposed resolution would authorize the Mayor to accept retroactively and expend a $200,000 grant from the Federal Department of Justice, Office of Justice Programs, to procure specialized equipment and enhance multi-agency coordination within the City. The San Francisco Metropolitan Medical Task Force, made up of Police, Fire, transportation, health and other related agencies participating on the Steering Committee on Terrorism, has coordinated efforts in the development of the equipment list.

Budget: A summary of the FY 2000-2001 Project budget, provided by the Department of Public Health, is as follows:

Equipment	
Personal Protective Equipment	$147,475
Chemical, Biological, or Radiological Detection Equipment	52,525
Total	**$200,000**

Attachment I, provided by the Department of Public Health, contains budget details to support the subject project.

Required Match: None

Indirect Costs: None

Comments: 1. The grant period is for one year, commencing on March 1, 2000 and concluding on February 28, 2001. According to Sergeant Dave Collins of the Police Department, the subject resolution requests retroactive authorization because the funds were accepted on June 13, 2000. Sergeant Collins reports that no funds have been expended yet. Sergeant Collins further advises that since the subject grant funds will be used solely to purchase equipment, all of funds will be spent by February 28, 2001, the end of the grant period.

2. According to Sergeant Collins, the Emergency Medical Services (EMS) Section of the Department of Public Health (DPH) administers the Domestic Preparedness grant program. The subject grant program will be managed by the EMS Section of DPH and the Special Operations Section of the San Francisco Fire Department within the current Metropolitan Medical Task Force structure. The

Metropolitan Medical Task Force is a multi-agency, multi-jurisdictional structure that includes a Steering Committee, an Operational Committee, a Subcommittee on Terrorism, and two Task Force groups – the Metropolitan Medical Task Force group and the Hospital Task Force group. Members of the Committees represent the San Francisco Police, Fire, and Health (EMS and Environmental Health Sections and San Francisco General Hospital) Departments, Medical Examiner, City Attorney's Office, District Attorney's Office, Department of Telecommunications and Information Services, Sheriff's Department, Municipal Railway, Bay Area Rapid Transit District (BART), 11 San Francisco hospitals, U.S. Department of Health and Human Services, and Federal Bureau of Investigation.

3. As shown in Attachment I, the Metropolitan Medical Task Force intends to use the subject $200,000 in grant funds to purchase Level B suits (which provide skin and body protection) with respirators and voicemitters, Self Contained Breathing Apparatus (SCBA), Hazmat gloves and boots, decontamination equipment including wheeled stretchers, and modifications to a former public transportation bus to be retrofitted as a mobile decontamination unit. According to Sergeant Collins, the total cost to outfit the mobile decontamination unit is $75,000, of which $30,000 will be provided through the subject grant funds. According to Mr. Dale Dunham of the Airport, although the subject grant does not require matching funds, the remaining $45,000 will come from the U.S. Department of Energy and the Airport Capital Fund. Mr. Dunham reports that, by the end of September 2000, he will have finalized commitments from both the U.S. Department of Energy and the Airport of their contributions. Mr. Dunham does not expect the Airport's contribution to exceed $30,000.

4. The proposed resolution includes the following clause: "That it is agreed any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grantee and the authorizing agency. The United States Government and the Department of Justice disclaim responsibility for any such liability." Ms. Jean Fraser of the City Attorney's Office states that this provision is standard and poses minimal risk to the City.

5. Attachment II is a Grant Application Information Form, provided by the Department of Public Health.

6. The Department of Public Health has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's Office.

Recommendation: Approve the proposed resolution.

County and Municipal Agency Domestic preparedness
Equipment Support Program
FY 1999 BUDGET

Jurisdiction Name: City and County of San Francisco

PERSONAL PROTECTIVE EQUIPMENT

Item	Quantity	Unit Price	Total Cost	Response Discipline
Level B Suits - With hood & elastic wrists/ankles	100	$ 36	$ 3,600	(50) Police (10) Airport Police (15) Airport Fire (25) Paramedics
Full face respirators with adapter & voicemitters	100	$ 208	$ 20,800	(50) Police (10) Airport Police (15) Airport Fire (25) Paramedics
MVP - Multi-gas cartridges	325	$ 15	$ 4,875	(50) Police (10) Airport Police (15) Airport Fire (25) Paramedics (225) Replacements for All Emergency Depts.
Hazmat Boots (pair)	100	$ 50	$ 5,000	(50) Police (10) Airport Police (15) Airport Fire (25) Paramedics
Hazmat Gloves (pair)	100	$ 15	$ 1,500	(50) Police (10) Airport Police (15) Airport Fire (25) Paramedics
Gear Bags	100	$ 30	$ 3,000	(50) Police (10) Airport Police (15) Airport Fire (25) Paramedics
Self Contained Breathing Apparatus-SCBA	26	$ 2,200	$ 57,200	(25) Paramedics (1) Police
Portable tanks & regulators	58	$ 138	$ 8,000	First Responders

CITY AND COUNTY OF SAN FRANCISCO DOMESTIC PREPAREDNESS PROGRAM - 09/28/99

PERSONAL PROTECTIVE EQUIPMENT (Cont.)

Item	Quantity	Unit Price	Total Cost	Response Discipline
Decontamination Equipment				
Wheeled Stretchers	10	$ 1,200	$ 12,000	Paramedics
Tent	1	$ 1,500	$ 1,500	Paramedics
Modification of Decontamination Bus	1	$ 30,000	$ 30,000	S.F. Fire Department

County and Municipal Agency Domestic preparedness
Equipment Support Program
FY 1999 BUDGET

Jurisdiction Name: City and County of San Francisco

CHEMICAL, BIOLOGICAL, OR RADIOLOGICAL DETECTION EQUIPMENT

Item	Quantity	Unit Price	Total Cost	Response Discipline
PCR for BioChemical Threat	1	$ 50,000	$ 50,125	Haz-Mat Team
Radiation Dosimeters	8	$ 300	$ 2,400	First Responders-
		TOTAL	$52,525	

Grant Total $ 202,000

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authoring a Department to Accept & Expend Grant Funds

To: Ms. Gloria L. Young
Clerk of the Board of Supervisors
One Carlton B. Goodlett Way
San Francisco, CA. 94102

The following describes the grant referred to in the accompanying resolution:

1. Department: Mayor's Office, City and County of San Francisco

2. Contact Person: **Sgt. Dave Collins, Police Department**

3. Project Title: State and local Domestic Preparedness Equipment Support Program

4. Grant Source Agency: U.S. Department of Justice, Office of Justice Programs

5. Type of Funds: X Federal __Federal-State (Pass-Through) __ State __Local __Private

6. Proposed (New/Continuing) Grant Proposal Summary:

The City and County of San Francisco will use grant funds to procure specialized equipment and enhance the inter-operability and multi-agency coordination within the jurisdiction. Police, Fire, transportation , health and other related agencies participating on the Steering Committee on Terrorism, have coordinated efforts in the development of the equipment list. Equipment requested in this grant includes level B suits, full face respirators with adapters and voicemitters, Self Contained Breathing Apparatus (SCBA), and Hazmat gloves.

7. Amount of Grant Funding Applied for: $200,000.00

8. Maximum Funding Amount Available: $200,000.00

9. Required Matching Funds? None

10. Number of new Positions Created and Funded: **None**

11. If new positions are created, explain the disposition of employees once the grant ends: **N/A**

12. Are indirect costs eligible costs for this grant NA

13. Amount To Be Spent On Contractual Services: **None**

14. Will Contractual Services Be Put Out on Bid? **NA**

15. Is this likely to be a one-time or ongoing request for contracting out? **NA**

16. Term of Grant: **03/01/2000 – 02/28/2001**

17. Date Department Notified of Available Funds: **05/16/2000**

18. Application Due Date: Sept. 30, 1999

19. Grant Funding Guidelines and Options (from RFP, grant announcement or appropriations legislation): grant announcement.

20. Department Head Approval:

KIMIKO BURTON-CRUZ — (Name)

DIRECTOR, MCJC — (Title)

Kimiko Burton-Cruz — (Signature)

Item 3 – File 99-0935

Note: This item was previously transferred from the Housing and Social Policy Committee to the Parks and Recreation Committee. It was reactivated on July 21, 2000 pursuant to Rule 5.25, and reassigned to the Housing and Social Policy Committee on July 31, 2000.

Departments: City Attorney
District Attorney
Police Department

Item: Ordinance adding Article 50, Sections 5000 through 5002, to the San Francisco Police Code establishing that any vehicle used to facilitate the solicitation of acts of prostitution, or the acquisition, or attempted acquisition, of a controlled substance is a nuisance and subject to seizure and forfeiture.

Description: The proposed ordinance would establish that the use of vehicles by their occupants to solicit acts of prostitution or to acquire, or attempt to acquire, any controlled substances, constitutes a public nuisance, and therefore, the seizure and forfeiture of such vehicles, by deterring such activities, promotes the public interest.

Under the proposed ordinance, vehicles used to solicit acts of prostitution or to acquire, or attempt to acquire, any controlled substances would be seized and forfeited pursuant to a court order. The City would sell the vehicles at public auction, unless the owner of the seized vehicle opted to remit a cash payment equal to the approximate value of the vehicle. Attachment I, a memorandum prepared by Ms. Loretta Giorgi, Chief City Attorney, Public Protection, explains how the public auction proceeds would be distributed.

In accordance with the proposed ordinance, once a vehicle has been seized, the owner of the vehicle would be noticed within 48 hours of the seizure and impending forfeiture. The owner of the vehicle would have 10 days in which they could request a hearing on the forfeiture action, and would be given a date to appear before a judge to contest the seizure and forfeiture. If the owner does not, within

10 days of receiving the notice, request a hearing, the owner loses their right to contest the seizure and forfeiture action taken by the City. The seizure and forfeiture of vehicles pursuant to the proposed ordinance would be a matter of civil law, and would be a separate proceeding from the criminal matter, such as the solicitation of prostitution or acquisition of a controlled substance (see Comment No. 8).

Judges would have the option of reducing the penalty from forfeit of the seized vehicle to a fine, if the judge finds that the infraction that triggered the seizure is not proportionate to the penalty of forfeiture of the vehicle, or if the forfeit of the vehicle would result in undue hardship. Judges would also be able to return vehicles to "innocent owners", who are determined to have had no knowledge that their vehicle was being used for the commission of a criminal act.

Comments:

1. Ms. Giorgi advises that the proposed ordinance incorporates many of the features of a similar ordinance adopted by the City of Oakland, which she considers to be a valuable model because it has been in operation since 1997 and has withstood American Civil Liberties Union legal challenges. According to Ms. Giorgi, however, the proposed ordinance has even greater legal protections than the Oakland ordinance, such as granting judges the discretion to return vehicles to "innocent owners", who are determined to have had no knowledge that their vehicle was being used for the commission of a criminal act.

2. According to Ms. Giorgi, the legislation provides that the City Attorney's Office and/or the District Attorney's Office could prosecute cases under the proposed legislation. In Attachment II, however, the District Attorney states that the District Attorney's Office would be only willing to provide advice to the City Attorney's Office, with the City Attorney responsible for the prosecution of cases under the proposed legislation. As discussed in Attachment II, provided by the District Attorney's Office, the District Attorney would act only in an advisory capacity, and would not charge for such advisory services.

3. Ms. Giorgi states that additional funding would be required by whichever agency or agencies are charged with enforcing the proposed ordinance. However, as of the writing of this report, no cost estimates regarding City Attorney involvement in enforcement of the proposed ordinance were available from the Office of the City Attorney. However, as discussed in Attachment II, the Oakland City Attorney's Office dedicates six full-time equivalent positions to such enforcement.

4. According to Captain Kevin Cashman of the Police Department's Narcotics and Vice Crimes Division, that Division will be responsible for collecting evidence, making the vehicle seizures, launching the investigations, ensuring that the due process protections are implemented,. and storing and auctioning forfeited vehicles.

5. Captain Cashman estimates that one operation by the Division's Narcotics Unit to seize vehicles used in the acquisition, or attempted acquisition, of controlled substances would require the utilization of on-duty staff time valued at $3,286, if only on-duty staff are used. If only Police Department staff on overtime are used, each operation would cost $4,928 in overtime salary expenses. A breakdown of these cost estimates, provided by Captain Cashman, is contained in Attachment III. Captain Cashman states that, based on one Narcotics Unit vehicle seizure operation per month, the estimated annual personnel cost would be between (a) on-duty staff time valued at $39,432, if only on-duty staff are used, and (b) overtime salary payments of $59,136, if only staff on overtime are used. Captain Cashman advises that the Police Department would require additional funds in order to perform the above operations.

6. Captain Cashman estimates that one operation by the Division's Vice Crimes Unit to seize vehicles used in the solicitation of acts of prostitution would cost $2,659 if only one decoy was used (utilizing on-duty staff time valued at $779, plus $1,880 in overtime salary costs). If two decoys were used, the overall cost would double to $5,318. A breakdown of these cost estimates, provided by Captain

Cashman, is contained in Attachment IV. Captain Cashman states that, based on one Vice Crimes Unit vehicle seizure operation per month, the estimated annual personnel costs would range, depending on the number of decoys which were used, between (a) $31,908, comprising on-duty staff time valued at $9,348, plus $22,560 in overtime salary costs, if one decoy was used, and (b) $63,816, comprising on-duty staff time valued at $18,696, plus $45,120 in overtime salary costs, if two decoys were used. Captain Cashman advises that the Police Department would require additional funds in order to perform the above operations.

Therefore, if one operation per Unit per month is conducted, the two Police Units together would result in costs to the City of between $71,340 and $122,952, depending on the number of decoys and the amount of overtime required. Such costs do not include the costs of prosecution for the City Attorney or District Attorney's Office. Nor do such costs include any expenses for towing, repairing, and storage of vehicles, or notification and auction of such vehicles.

7. Captain Cashman estimates that each operation run by the Division's Vice Crimes Unit and by its Narcotics Unit is expected to seize 15 to 20 vehicles. If each Unit conducted 12 operations annually (averaging one operation per month, per Unit), and each operation seized 15 to 20 vehicles, the two Units collectively would seize between an estimated 360 and 480 vehicles per year. In 1998, the City of Oakland seized 231 vehicles and collected revenue from auctioning those vehicles (and from cash forfeited in lieu of vehicle forfeiture) totaling $69,198. This represents approximately $300 per vehicle seized. If the 360 to 480 vehicles seized in San Francisco also averaged $300 per vehicle, the annual estimated revenue from vehicles seized in San Francisco would be between $108,000 and $144,000.

Given the estimated additional Police Department costs of $71,340 to $122,952 and the fact that neither the City Attorney nor District Attorney could provide cost estimates (although the City of Oakland City Attorney currently dedicates six full-time equivalent staff) the

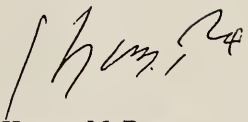
Budget Analyst projects that the cost to implement the proposed legislation would be significantly greater than the revenues realized through the seizure of vehicles under this program. As shown in Attachment II, the Oakland City Attorney claims to lose money enforcing their seizure ordinance.

8. Ms. Georgi states that in a civil forfeiture proceeding, such as a vehicle forfeiture proceeding, the City must show "clear and convincing" proof that a crime was committed in order to lawfully impose forfeiture of a vehicle. However, in a criminal proceeding, such as solicitation of prostitution or attempted acquisition of a controlled substance, the City must show proof "beyond a reasonable doubt" that a crime was committed in order to impose a criminal penalty. According to Ms. Georgi, the "clear and convincing" standard of proof is not as high as the "beyond a reasonable doubt" standard of proof. As such, it is possible that a person who was proven with clear and convincing evidence to have committed a criminal act could be found not guilty of a crime, but still be forced to forfeit their vehicle.

9. The Budget Analyst notes that the proposed ordinance does not specify who would be responsible for determining the policies and procedures that would guide the distribution of the public auction proceeds. In addition, the distribution of duties between the City Attorney and District Attorney's Offices is not delineated in the proposed ordinance.

Recommendation: Approval of the proposed ordinance is a policy decision for the Board of Supervisors.

Memo to Housing and Social Policy Committee
September 19, 2000 Housing and Social Policy Committee Meeting



Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
Clerk of the Board
Controller
Stephen Kawa

Attachment I

CITY AND COUNTY OF SAN FRANCISCO

LOUISE H. RENNE
City Attorney

OFFICE OF THE CITY ATTORNEY

LORETTA M. GIORGI
Chief Attorney - Public Protection Unit
DIRECT DIAL: (415) 554-4655

MEMORANDUM
PRIVILEGED & CONFIDENTIAL

TO: Daley Dunham, Budget Analyst

FROM: Loretta Giorgi, Chief Attorney, Public Protection
John Kennedy, Deputy City Attorney

DATE: August 8, 2000

RE: Vehicle Seizure and Forfeiture Ordinance

Pursuant to your request, I will attempt to address a number of issues you have raised regarding the proposed ordinance.

Following a Court order forfeiting a seized vehicle to the City, the City shall cause the vehicle to be sold at auction and the proceeds of the sale shall be distributed as provided under the ordinance.

The proceeds are to first be distributed to any bona fide or innocent purchaser, conditional sales vendor, mortgagee or lien holder of the property up to the amount of his or her interest in the property.

Any remaining proceeds would be distributed to the City to defray the costs incurred by either the District Attorney or City Attorney in connection with the publication of notices, and the sale of the vehicle, including expenditures for any necessary repairs, storage, or transportation of the vehicle. This provides for recovery of administrative costs involved in the sale of the vehicle by the City, including those costs incurred by the Police Department in connection with the sale of the vehicle.

Finally, any remaining proceeds would be distributed as follow: Fifty percent to drug education and prevention programs, and fifty percent to the District Attorney or City Attorney depending on which office initiated the court action. With respect to drug education and prevention programs, the City has the ability to designate which programs such funds shall be distributed to.

I hope this addresses your concerns. If you have any further questions or comments, please do not hesitate to contact me.

TERENCE HALLINAN
DISTRICT ATTORNEY
CITY AND COUNTY OF SAN FRANCISCO

MEMORANDUM

To: DALY DUNN

From: TERENCE HALLINAN AND PAMELA A. UNDERWOOD

Date: SEPTEMBER 8, 2000

Subject: SEIZURE AND FORFEITURE OF VEHICLES INVOLVED IN PROSTITUTION AND NARCOTICS PURSUANT TO PROPOSED SAN FRANCISCO ORDINANCE ARTICLE 50

We spoke with Marsha Meyers, the Oakland City Attorney in charge of Oakland's local ordinance for seizing and forfeiting vehicles involved in prostitution and narcotics, and Andy Cuellar, the Deputy District Attorney who advises the Oakland city attorney on the forfeiture program. The Oakland City Attorney's office handles all the seizures and forfeitures of the vehicles under the Oakland "Beat Feet" Ordinance. The Alameda County District Attorney's Office is not involved in the operation of the "Beat Feet" program. The Alameda County District Attorney's Office gives advice to the City Attorney's Office in situations where they seek advice about the forfeitures. As with the Alameda County District Attorney's office, the San Francisco District Attorney's Office would be willing to be in an advisory capacity about the forfeitures upon request of the City Attorney's office at no charge.

Our inquires further indicate that this program involves a major commitment of personnel. Ms. Meyers of the Oakland City Attorney's Office informed us that the Oakland City Attorney's Office has the following personnel dedicated to this operation: the equivalent of one full time attorney; one full time paralegal; one full time secretary; and three full time claims investigators. In addition, the Oakland operation involves 20 to 25 police officers, who are paid overtime, per decoy operation.

To date, the Oakland program has seized 300 cars. Usually one vehicle is forfeited per month. The Oakland City Attorney said they lose money on the "Beat Feet" program.

Memorandum

San Francisco Police Department

		APPROVED	YES	NO
TO:	Captain Kevin Cashman Commanding Officer Narcotics – Vice Crimes Division	Kevin Cashman Captain #936	☑	☐
			☐	☐
			☐	☐

FROM: Lieutenant Henry Garcia
Narcotics Division

DATE: Friday, 09/08/00

SUBJ: Operations Cost for Seizure and Forfeiture of Vehicles Used to Acquire Controlled Substances

Buy or sell officers	(1) Q-2 Overtime	8 hrs @ $45.17 = $361.36
	(1) Q-2 on-duty	8 hrs @ $30.11 = $240.88
Cover Team	(2) Q-37 overtime	16 hrs @ $51.36 = $821.76
	(2) Q-37 on-duty	16 hrs @ $34.24 = $547.84
Arrest Team	(4) Q-37 Overtime	32 hrs @ 51.36 = $1,643.52
	(4) Q-37 on-duty	32 hrs @ 34.24 = $1,095.68
Marked Unit or Solo M/C	(1) Q-2 Overtime	8 hrs @ $45.17 = $361.36
	(1) Q-2 on duty	8 hrs @ $30.11 = $240.88
Interview Officer	(1) Q-37 Overtime	8 hrs @ $51.36 = $410.88
	(1) Q-37 On-Duty	8 hrs @ $34.24 = $273.92
Tow Officer	(1) Q-37 Overtime	8 hrs @ $51.36 = $410.88
	(1) Q-37 On-Duty	8 hrs @ $34.24 = $273.92

Inventory Officer	(1) Q-37 Overtime	8 hrs @ 51.36 = $410.88
	(1) Q-37 On-Duity	8 hrs @ 34.24 = $273.92
Supervisor	(1) Q-62 Overtime	8 hrs @ $63.47 = $507.76
	(1) Q-62 On-Duty	8 hrs @ $42.31 = $338.48

Total Overtime Cost: $4,928.40
Total On-Duty Cost: $3,285.52

Memorandum

San Francisco Police Department

To: Captain Kevin Cashman
Commanding Officer
Narcotics/Vice Crimes Division

From: Lieutenant Ray Kilroy
Vice Crimes Division

APPROVED	YES	NO
Kevin Cashman Captain #936	☑	☐
	☐	☐
	☐	☐

Date: Monday, August 07, 2000

Subject: SEIZURE AND FORFEITURE OF VEHICLE USED TO SOLICIT AN ACT OF PROSTITUTION

On today's date, I received a telephone call from Alan Gibson from the Budget Analyst's Office. Mr. Gibson was inquiring about the costs associated with implementing the proposed ordinance of towing vehicles used during a solicitation for prostitution. Mr. Gibson informed me that the proposed ordinance does not contain any provisions for the cost recovery to the Department.

After observing similar operations in Oakland and our own F.O.P.P. operations, the following costs will be incurred for an operation:

[redacted]	HRS.	WAGE	COST
2 cover offficers - 8 hours each (Q-2)	16	$29.01 *	$464.16
1 supervisor - 8 hours (Q-52)	8	$39.37 *	$314.96
TOTAL ON DUTY	24		$779.12
[redacted]			
1 female decoy - 8 hours (Q-2)	8	$42.68 *	$341.28
1 cover officer - 8 hours (Q-2)	8	$42.68 *	$341.28
1 interviewer - 8 hours (Q-37)	8	$53.50 *	$428.00
1 audio technician - 8 hours (Q-37)	8	$53.50 *	$428.00
1 vehicle processing officer - 8 hours (Q-2)	8	$42.68 *	$341.28
TOTAL OVERTIME	40		$1,879.84
[redacted]	64		$2,658.96

**Night differential included

These costs reflect one operation with one female decoy. Ideally, we would conduct an operation with two decoy officers which would insure a sizeable number of cars being towed. As such, the costs would amount to $5,317.92. In addition to the costs incurred for the operations, I would recommend that an inspector be assigned to coordinate the program. This would amount to $71,488.00 a year. This would insure compliance with the ordinance and liaison with the District and City Attorney.

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, October 03, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

AGENDA CHANGES

REGULAR AGENDA

1. 001624 **[Continuing State grant to support law enforcement and treatment efforts involving major drug offenders]**

Resolution authorizing the Mayor's Criminal Justice Council to accept and expend a grant in the amount of $754,886 from the Office of Criminal Justice Planning for the Anti-Drug Abuse Program. (Mayor)

9/15/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 001710 **[State grant to fund District Attorney's program of prosecuting and convicting individuals arrested for spousal abuse crimes]**

Resolution authorizing the District Attorney of the City and County of San Francisco to retroactively accept and expend a grant in the amount of $120,000 from the California Department of Justice for a program entitled "Spousal Abuser Prosecution Program", and waiving indirect costs. (District Attorney)

9/22/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

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3. 001310 **[Residential Building Water Conservation Measures]**

Supervisor Leno

Ordinance amending Part II, Chapter 12 of the San Francisco Municipal Code (Housing Code) by amending Chapter 12A thereto to establish water conservation measures for existing residential buildings upon title transfer, major improvement, or residential condominium conversion five years after the passage of this Ordinance and, in any event, for all residential buildings ten years after the passage of this Ordinance.

(Amends Chapter 12A.)

7/17/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. 000950 **[Restricting Access to Firearms Dealers]**

Supervisor Becerril

Ordinance amending Article 9 of the San Francisco Police Code by amending Section 613.1 by adding a definition of "firearm capable of being concealed upon the person," amending Section 613.10 to require licensed firearms dealers to post notices prohibiting entry by persons barred from purchasing or possessing firearms pursuant to State law, and adding a new Section 613.10-3 to prevent persons barred from purchasing or possessing firearms under State law from entering the premises of licensed firearm dealers.

(Amends Sections 613.1 and 613.10; adds Section 613.10-3.)

5/22/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 6/21/2000.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

001676 **[Hotel Tax Exemption, Shared Rental Rooms]**

Supervisor Bierman

Ordinance amending Article 7 of Part III of the San Francisco Municipal Code (Transient Occupancy Tax) by amending Section 506 to provide that for hotels which rent shared rooms the hotel tax exemption shall be based on the rent charged per person and retroactively repealing the Sunset Clause applicable to the hotel tax exemption.

9/25/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 10/25/2000.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5784 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

[Budget Analyst Report]
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BOARD OF SUPERVISORS
BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

September 28, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: October 3, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 00-1624

Department:	Mayor's Criminal Justice Council (MCJC)
Item:	Resolution authorizing the Mayor's Criminal Justice Council to accept and expend a grant in the amount of $754,886 from the State's Office of Criminal Justice Planning to administer the Anti-Drug Abuse Enforcement Program
Grant Amount:	$754,886
Source of Funds:	State of California Office of Criminal Justice Planning (OCJP)
Grant Period:	July 1, 2000 through June 30, 2001
Project:	Anti-Drug Abuse Enforcement Program
Description:	The proposed resolution would authorize the MCJC to accept and expend $754,886 from the OCJP to support law enforcement and treatment efforts involving major drug offenders. According to Mr. Bruce DerMcleod of the Mayor's Office, the MCJC is the lead coordinating agency

for this grant and the MCJC will administer these funds within the current San Francisco Drug Elimination Team (DET) structure. The DET is a multi-agency partnership established in 1998 that includes representatives from the Police Department, Sheriff's Department, Public Defender's Office, Adult and Juvenile Probation Departments, Department of Public Health, and the District Attorney's Office. The DET intends to use the subject grant to reduce the narcotic trade of cocaine and heroin Citywide. However, the DET will focus on the Mission and the Northern (Tenderloin) Districts of the City.

The MCJC will supervise the DET and convene representatives from the multi-agency partnership, as mentioned above, to meet to address implementation issues. MCJC will make all of the required reports to the OCJP, including budgetary reports (with support from the Controller) and progress reports describing the process and outcomes resulting from this project. MCJC has currently contracted with the Institute on Crime, Justice and Corrections of The George Washington University, selected through a Request for Proposal process, to perform a comprehensive evaluation of the functioning of the DET. Funds from a FY 1999-2000 OCJP grant were specifically budgeted for this evaluation.

Budget:

Attachment I, provided by the Mayor's Office, contains a detailed budget for this project. A summary budget for the grant funds for the 12-month period retroactive from July 1, 2000 through June 30, 2001, is as follows:

Salary Costs	Amount
Police	$138,451
District Attorney	226,605
Adult Probation	101,048
Sheriff	48,231
Public Defender	42,958
Total	**$557,293**

Fringe Benefit Costs (see Comment No. 3)	
Police (22.8% for FTE position, 1.6% for Police Officer overtime)	$ 18,152
District Attorney (18.9%)	42,861
Adult Probation (26.6%)	26,828
Sheriff (36.6%)	17,658
Public Defender (28.1%)	12,065
Total	**$117,564**
Total Personnel Costs	**$674,857**
Contractual (see Comment No. 4)	
Juvenile Probation	$ 37,000
Department of Public Health, Community Substance Abuse Services	43,029
Total	**$ 80,029**
TOTAL GRANT BUDGET	**$754,886**

Required Match: None

Indirect Costs: None

Comments:

1. The subject grant began on July 1, 2000. According to Mr. DerMcleod, the $754,886 has already begun to be expended since the subject funds were appropriated in the FY 2000-2001 budgets of each of the seven departments receiving a portion of the subject funds. However, according to Ms. Cheri Gisler of the State OCJP, the State OCJP also requires that the Board of Supervisors approve a separate resolution authorizing the MCJC to accept and expend the subject funds. Therefore, the proposed resolution should be amended to provide for retroactive authorization to accept and expend the subject grant funds.

2. The MCJC has submitted an Amendment of the Whole to the subject resolution to provide for such retroactive authorization. In addition, the proposed Amendment of the Whole includes the following clause: "It is also agreed that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and OCJP disclaim any responsibility

for any such action." Ms. Jean Fraser of the City Attorney's Office states that this provision is standard and poses minimal risk to the City.

3. According to Mr. DerMcleod, each of the five departments receiving grant funds for civil service personnel use different percentages to calculate the fringe benefits to be paid to employees funded by the subject grant because each department must comply with the fringe benefits outlined by the labor agreements adhered to by each department.

4. Mr. DerMcleod reports that the services to be provided by the Juvenile Probation Department and the Department of Public Health, in support of the Anti-Drug Abuse Enforcement Program, are considered to be contractual costs because the position in the Juvenile Probation Department is a contracted position, not a civil service position, and because the Department of Public Health, Community Substance Abuse Services contracts with a nonprofit treatment provider for these services.

5. Attachment II is the Grant Application Information Form, provided by the Mayor's Office, which includes the Disability Access Checklist.

Recommendation: Approve the proposed Amendment of the Whole.

BUDGET CATEGORY AND LINE-ITEM DETAIL

A. Personal Services- Salaries/Employee Benefits — COST

POLICE: 1.00 FTE Criminalist and 1,139.25 hours of Police Officer Overtime

Salary Detail:

Class	Title	Bi-Weekly Pay	Pay Periods	FTE	Position Total	COST
8260	Criminalist	2,890.04	26.00	1.00	$ 75,141	$ 75,141
Various	Overtime 1,139.25 hrs. @ $ 55.57 per hour				$ 63,310	$ 63,310

Criminalist Fringe Calculation:

Fringe Calculated on Percentage of Salary:

	Base	Fringe %	Amount
Retirement	75,141	7.50%	$ 5,636
Medicare	75,141	1.45%	$ 1,090
Social Security	75,141	6.20%	$ 4,659
Unemployment	75,141	0.17%	$ 128
Long Term Disability	75,141	0.40%	$ 301

Fringe calculated as cost per FTE per pay period:

	Cost per FTE per pay period	Pay Periods	FTE	
Health	92.31	26.00	1.00	$ 2,400
Dental	42.73	26.00	1.00	$ 1,111
Dependent Coverage	69.28	26.00	1.00	$ 1,801
		Total Criminalist Fringe:		$ 17,128

Fringe on Overtime (Medicare and Unemployment Only):

Medicare	63,310.00	1.45%		$ 918
Unemployment	63,310.00	0.17%		$ 108
		Total Overtime Fringe:		$ 1,025

TOTAL:	

BUDGET CATEGORY AND LINE-ITEM DETAIL

A. Personal Services- Salaries/Employee Benefits — COST

DISTRICT ATTORNEY: 2.07 FTE Attorneys

Salary Detail:

Class	Title	Step Level	Bi-Weekly Pay	Pay Periods	FTE	Step Level Totals	Position Totals
8182	Head Attorney	Step 4	4,539	13.50	0.07	$ 4,289	
		Step 4	4,617	0.50	0.07	$ 182	
		Step 5	4,848	12.00	0.07	$ 4,072	$ 8,523
				26.00			
8180	Prinicipal Attorney	Step 3	4,017	13.50	1.00	$ 54,230	
		Step 3	4,082	12.50	1.00	$ 51,025	$ 105,255
				26.00			
8180	Prinicipal Attorney	Step 4	4,218	13.50	1.00	$ 56,943	
		Step 4	4,288	0.60	1.00	$ 2,572	
		Step 5	4,480	11.9	1.00	$ 53,312	$ 112,827
				26.00			

District Attorney Salary Total: $ 228,605 — $ 228,605

Fringe Calculation:

Fringe Calculated on Percentage of Salary:

		Base	Fringe %	Amount	Detail Total
Retirement		226,605	7.50%	16,995	$ 16,995
Medicare		226,605	1.45%	3,286	$ 3,286
Social Security (subject to $76,200 Ceiling)					
	8182	8,523	6.20%	528	
	8180	76,200	6.20%	4,724	
	8180	76,200	6.20%	4,724	$ 9,976
Unemployment		226,605	0.17%	385	$ 385

Fringe calculated as cost per FTE per pay period:

	Cost per FTE per pay period	Pay Periods	FTEs	
Health	183.06	26.00	2.07	$ 9,852
Dental	43.98	26.00	2.07	$ 2,367

District Attorney Fringe Total: $ 42,881 — $ 42,881

TOTAL:

OCJP-A303a (Rev. 7/98)

BUDGET CATEGORY AND LINE-ITEM DETAIL

A. Personal Services- Salaries/Employee Benefits — **COST**

ADULT PROBATION: 2.00 FTE Probation Officers

Salary Detail:

Class	Title		Bi-Weekly Pay	Pay Periods	FTE	Step Level Total	Position Total
8444	Probation Officer	Step 4	1,950.00	7.50	1.00	$ 14,625	
		Step 5	2,045.00	16.50	1.00	$ 33,743	$ 48,368
				24.00			
8444	Probation Officer	Regular Pay	2,145.00	24.00	1.00	$ 51,480	
	(Step 5 entire year)	Bilingual Pay	50.00	24.00	1.00	$ 1,200	$ 52,680
				Total Adult Probation Salaries:			$ 101,048

$ 101,048

Note: Total base pay not including bilingual
$ 101,048 - $1,200 = $ 99,848

Fringe Calculation:

Fringe Calculated on Percentage of Salary:

		Base	Fringe %	Amount
Retirement	(on base pay)	99,848	7.50%	$ 7,489
Retirement/PERS	(on base pay)	99,848	9.378%	$ 9,364
Medicare	(on total pay)	101,048	1.45%	$ 1,465
Unemployment	(on total pay)	101,048	0.17%	$ 172

Fringe calculated as cost per FTE per pay period:

	Cost per FTE per pay period	Pay Periods	FTE	
Health	86.35	24.00	2.00	$ 4,145
Dental	39.31	24.00	2.00	$ 1,887
Dependent Coverage	48.04	24.00	2.00	$ 2,306
		Total Adult Probation Fringe:		$ 26,828

$ 26,828

TOTAL:

OCJP-A303a (Rev. 7/98)

BUDGET CATEGORY AND LINE-ITEM DETAIL

A. Personal Services- Salaries/Employee Benefits — COST

SHERIFF: 2.00 FTE Sheriff's Cadets

Salary Detail:

Class	Title	Bi-Weekly Pay	Pay Periods	FTE	Position Total	COST
8300	Sheriff's Cadet	927.52	26.00	2.00	$ 48,231	$ 48,231

Fringe Calculation:

Fringe Calculated on Percentage of Salary:

	Base	Fringe %	Amount
Retirement	48,231	7.50%	$ 3,617
Medicare	48,231	1.45%	$ 699
Social Security	48,231	6.20%	$ 2,990
Unemployment	48,231	0.17%	$ 82
Long Term Disability	48,231	0.40%	$ 193

Fringe calculated as cost per FTE per pay period:

	Cost per FTE per pay period	Pay Periods	FTE	
Health	92.31	26.00	2.00	$ 4,800
Dental	42.73	26.00	2.00	$ 2,222
Dependent Coverage	58.75	26.00	2.00	$ 3,055

Total Sheriff Fringe: $ 17,658 — $ 17,658

TOTAL:

OCJP-A303a (Rev. 7/98)

BUDGET CATEGORY AND LINE-ITEM DETAIL

A. Personal Services- Salaries/Employee Benefits — COST

PUBLIC DEFENDER: 1.00 FTE Treatment Specialist (Special Assistant V)

Salary Detail:

Class	Title	Step Level	Bi-Weekly Pay	Pay Periods	FTE	Step Level Total	Position Total	
1364	Special Asst. V	Step 4	1,640.00	13.00	1.00	$ 21,320		
		Step 4	1,664.45	13.00	1.00	$ 21,638	$ 42,958	$ 42,958
				26.00				

Fringe Calculation:

Fringe Calculated on Percentage of Salary:

	Base	Fringe %	Amount
Retirement	42,958	7.50%	$ 3,222
Medicare	42,958	1.45%	$ 623
Social Security	42,958	6.20%	$ 2,663
Unemployment	42,958	0.17%	$ 73
Long Term Disability	42,958	0.40%	$ 172

Fringe calculated as cost per FTE per pay period:

	Cost per FTE per pay period	Pay Periods	FTE	
Health	92.31	26.00	1.00	$ 2,400
Dental	42.73	26.00	1.00	$ 1,111
Dependent Coverage	69.28	26.00	1.00	$ 1,801
		Total Public Defender Fringe:		$ 12,065

$ 12,065

TOTAL: $ 874,857

OCJP-A303a (Rev. 7/98)

BUDGET CATEGORY AND LINE-ITEM DETAIL B. Operating Expenses		COST
CONTRACTUAL:		
Juvenile Probation- Drug Assessor/Case Manager (12 mos. @ $3,083.33 per month)	37,000	
Dept. of Public Health(CSAS)- Treatment Contracts (104 1-week case treatment slots x $413.74 per slot) or alternatively (2 annual slots x 52 weeks/year x $413.74 per week)	43,029	
Total Contractual:	80,029	
TOTAL:		$ 80,029

OCJP-A303b (Rev. 7/98)

BUDGET CATEGORY AND LINE-ITEM DETAIL C. Equipment	COST
No Equipment is included in this budget.	
CATEGORY TOTAL	$ -
PROJECT TOTAL	$ 754,886

FUND DISTRIBUTION	Federal	State	Cash Match	IN-KIND MATCH
1. Amount of Funds	754,886			
2. Percentage of Funds	100%			

OCJP-A303c (Rev. 7/98)

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Anti Drug Abuse Program

2. Department: Mayor's Criminal Justice Council

3. Contact Person: Bruce Der-McLeod Telephone: 554-6560

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $754,886

6a. Matching Funds Required: $0
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: US Justice Dept.
b. Grant Pass-Through Agency (if applicable): State Office of Criminal Justice Planning

8. Proposed Grant Project Summary:

The OCJP is providing this continuation funding to the City and County of San Francisco to support law enforcement and treatment efforts involving major drug offenders. MCJC is the lead coordinating agency for this grant and administers these funds. Grant funds will be used to support services provided by the Juvenile Probation Department, Police, Public Defender, District Attorney, Sheriff, Police, Health Department and Adult Probation.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: 7/1/00 End-Date: 6/30/01

10. Number of new positions created and funded: 0

11. If new positions are created, explain the disposition of employees once the grant ends?

12a. Amount budgeted for contractual services: $80,029

b. Will contractual services be put out to bid? NO, Previously done.

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [X] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[ ] Existing Structure(s)	[ ] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Dee Schexnayder
(Name)

Date Reviewed: 9/11/00

Department Approval: Kimiko Burton-Cruz (Name) Director, MCJC (Title)

Kimiko Burton-Cruz
(Signature)

Item 2 – File 00-1710

Department:	District Attorney
Item:	Resolution authorizing the District Attorney of the City and County of San Francisco to retroactively accept and expend a grant in the amount of $120,000 from the California Department of Justice for a program entitled "Spousal Abuser Prosecution Program", and waiving indirect costs.
Grant Amount:	$120,000
Grant Period:	July 1, 2000- June 30, 2001 (one year)
Source of Funds:	California State Department of Justice
Program:	Spousal Abuser Prosecution Program
Required Match:	The proposed grant requires no less than a 20 percent in-kind match, or at least $24,000 in matching in-kind funds (see Comment 1).
Indirect Costs:	The California State Department of Justice does not allow the use of grant funds for indirect costs.
Description:	The proposed grant is a continuation grant to be used by the District Attorney's Office to support the Spousal Abuser Prosecution Program (SAPP). SAPP is a vertical prosecution program that enhances the District Attorney's effort to prosecute and convict individuals arrested for spousal abuse crimes. Within this vertical prosecution program, the victim works with the same member of the District Attorney's staff throughout the case. SAPP requires highly qualified prosecutorial and investigative staff, reduced caseloads, vertical prosecution, victim counseling and coordination with local victim service organizations.
Budget:	A detailed budget for the total project costs of $181,959, including this grant request of $120,000 and in-kind matching funds of $61,959, as provided by the District Attorney's Office, is shown as Attachment I. A summary budget is as follows:

Personnel	
Senior Attorney (1.00 FTE)	$ 82,322
Investigator (0.10 FTE)	6,981
Assistant Investigator (0.65 FTE)	33,310
Managing Prosecutor (0.16 FTE)	19,991
Fringe Benefits	32,965
Training & Education Registration Fee	450
Subtotal	$176,019
Operating Expenses	
Airfare	128
Hotel	625
Per Diem	230
Parking	416
Supplies	708
SAPP Audit	1,200
Telephone	996
Postage	240
Utilities	312
Reproduction	936
Subscription: Domestic Violence Report	149
Subtotal	5,940
Total Budget	**$181,959**

The SAPP grant requires that SAPP funds cannot be used to supplant local funds that would, in the absence of SAPP, be made available to support the prosecution of individuals accused of domestic violence.

According to Ms. Teresa Serata from the District Attorney's Office, the positions allotted under the subject grant are continued from the previous SAPP grant period. Ms. Serata further states that those positions funded under the subject grant would be terminated when the grant expires on June 30, 2001, unless the SAPP grant is renewed or other funds are obtained. According to Ms. Serata, the positions are coded G for grant funded positions.

Comments:

1. According to Ms. Serata, the District Attorney's Office has provided more than the 20% minimum matching funds required under the SAPP grant. Specifically, as shown in Attachment I, the District Attorney's Office will provide an in-kind match of $61,959, which, according to

Ms. Serata, is included in the District Attorney's Office FY 2000-2001 budget.

2. The subject grant provides that any liability arising out of the performance of the Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grantee and the implementing agency. The State of California and the California Department of Justice disclaim responsibility for any such liability. Ms. Serata states that since the grant funds may result in increased criminal justice activities by the City (i.e. more investigations of spousal abuse cases), there may be some additional, yet minimal, risk of liability to the City as a result of participating in this program.

3. According to Ms. Serata, the proposed resolution contains a provision that authorizes the District Attorney to execute, deliver and perform all applications, contracts, agreements, amendments and payment requests necessary for SAPP purposes without obtaining additional approval from the Board of Supervisor. However, Ms. Serata advises that renewal of the SAPP grant would require separate Board of Supervisors approval.

4. Attachment II is the District Attorney's Grant Application Information Form, which includes the Disability Access Checklist.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors since the District Attorney would be authorized to execute, deliver and perform all applications, contracts, agreements, amendments and payment requests necessary for SAPP purposes without obtaining additional approval from the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
Clerk of the Board
Controller
Stephen Kawa

SAPP PROGRAM
BUDGET NARRATIVE
FISCAL YEAR 2000-2001

The Budget for Fiscal Year 2000-2001 prepared in compliance with the requirements of Department of Justice. The Budget for the SAPP Program is less than 80% and In-Kind Match is more than 20% of the total budget.

CALCULATIONS

	SAPP GRANT	IN-KIND MATCH	TOTAL
A.STAFF			
Salaries:			
SAPP Prosecutor ($6860.16 per month x 12 x1.0 FTE)	53,509	28,813	82,322
Investigator ($5817.46 per month x 12 x 0.1FTE)	6,981		6,981
Asst. Investigator ($4270.50 per month x 12x 0.65 FTE)	33,310		33,310
Managing Prosecutor ($10412per monthx12x0.16 FTE)		19,991	19,991
Total Salaries:	**93,800**	**48,804**	**142,604**
Benefits:			
SAPP Prosecutor ($6860.16 x12 x 22.04%x1 FTE)	11,783	6,361	18,144
Investigator ($5817.46x 12x26.94% x 0.1FTE)	1,881		1,881
Asst. Investigator ($4270.50x12x26.82%x 0.65 FTE)	8,934		8,934
Managing Prosecutor ($10412x12x20.04%x0.16 FTE)		4,006	4,006
Total Behefits:	**22,598**	**10,367**	**32,965**
Training & Education:			
Registration fee 10th Annual Conference on Domestic Violence in Anaheim, CA, on October 1-5, 2000 Atendee: SAPP Prosecutor	450		450
SUBTOTAL	116,848	59,171	176,019

	SAPP GRANT	IN-KIND MATCH	TOTAL
B. OPERATIONAL			
Travel 10th Annual Conference on Domestic Violence in Anaheim, CA, on October 1-5, 2000 Atendee: SAPP Prosecuter Airfare - $128, Conference Hotel ($125x5days) - $625, Per Diem ($46x5days) - $230	983		983
Transportation Parking ($8 per day x 52days)		416	416
Supplies ($59 per month x 12 months)	323	385	708
SAPP Audit 1% of Grant Award ($120,000 x 1%)	1,200		1,200
Other Subscription: Domestic Violence Report	149		149
Reproduction ($78 per month x 12 months)	173	763	936
Telephone expenses (pagers, long-distance calls and etc.) ($83.00 per month x 12 months)	192	804	996
Postage /Delivery (Overnite Express, postage) (Overnite Express -$10.95 per delivery x 12=132) (Postage- $9.00 per month x 12 months=$108)	132	108	240
Utilities ($26.00 per month x 12 months)		312	312
SUBTOTAL	3,152	2,788	5,940
TOTAL BUDGET	$ 120,000	$ 61,959	$ 181,959
	65.9%	34.1%	100.0%

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Spousal Abuser Prosecution Program (SAPP)**

2. Department: **District Attorney's Office**

3. Contact Person: **Teresa Serata** Telephone: **(415) 553-1895**

4. Grant Approval Status (check one):

   [x] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: **$ 120,000**

6a. Matching Funds Required: **$ 24,000**
b. Source(s) of matching funds (if applicable): **General Fund - $24,000** .

7a. Grant Source Agency: **California Department of Justice**
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:

   The SAPP is a vertical prosecution program that enhances the efforts to prosecute and convict individuals arrested for spousal abuse crimes. The program requires highly qualified prosecutorial and investigative staff, reduce caseloads, vertical prosecution, victim counseling and coordination with local victim service organizations.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

   Start-Date: **July 01, 2000** End-Date: **June 30, 2001**

10. Number of new positions created and funded: **Existing positions in FY 2000-2001 budget**

11. If new positions are created, explain the disposition of employees once the grant ends?
    The positions will be eliminated

12a. Amount budgeted for contractual services: **0**

b. Will contractual services be put out to bid? **N/A**

c.. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out? N/A

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[X] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

The SAPP grant will not be used to supplant local expenditures and grantee will hold DOJ harmless from any claims that arise from the use of grant monies.

****Disability Access Checklist*****

15. This Grant is intended for activities at (check all that apply):

[x] Existing Site(s) [x] Existing Structure(s) [x] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s) [ ] Rehabilitated Structure(s) [ ] New Program(s) or Service(s)
[ ] New Site(s) [ ] New Structure(s)

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: _____
(Name)

Date Reviewed: _____

Department Approval: Terence Hallinan District Attorney
(Name) (Title)

_____
(Signature)

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, October 17, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

DOCUMENTS DEPT.

OCT 16 2000

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AGENDA CHANGES

REGULAR AGENDA

1. 001739 **[Approving Refugee County Plan for Federal Fiscal Year 2000 (October 1, 2000 - Sept. 30, 2001)]**

   Resolution approving the San Francisco Federal Fiscal Year 2000 Refugee County Plan and authorizing the Private Industry Council of San Francisco, Inc. to accept and expend, retroactive to October 1, 2000, $908,134 of federal refugee funds in conformity with the Refugee County Plan. (Private Industry Council)

   10/4/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 001740 **[Federal grant funds for services to older refugees in San Francisco]**

   Supervisor Leno

   Resolution authorizing the Private Industry Council of San Francisco, Inc. to accept and expend, retroactive to October 1, 2000, $210,999 of federal refugee discretionary funds for services to older refugees in conformity with the Refugee County Plan. (Private Industry Council)

   10/4/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 001741 **[Federal grant funds for health program referral services to refugees in San Francisco]**

   Supervisor Leno

   Resolution authorizing the Private Industry Council of San Francisco, Inc. to accept and expend, retroactive to October 1, 2000, $23,678 of federal Refugee Employment Social Services set aside funds for health program referral services to refugees in conformity with the Refugee County Plan. (Private Industry Council)

   10/4/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. 001757 **[Federal grant for extending school-to career opportunities to at-risk youth in the Mission District]**

Resolution authorizing the Mayor's Office of Community Development to accept and expend a grant in the amount of $468,750 from the U.S. Department of Labor for the Mission District School-to-Career program. (Mayor)

10/6/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

5. 001766 **[Street Artists]**

Supervisor Teng

Resolution designating temporary selling spaces in the downtown area and at Harvey Milk Plaza for street artists certified by the Art Commission, City and County of San Francisco, for the winter holiday season, 2000, beginning on November 15, 2000 and ending on January 15, 2001.

10/10/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

6. 001762 **[Notice of Permit Applications for Sutro Tower]**

Supervisor Teng

Ordinance amending Part II, Chapter II, of the San Francisco Municipal Code (Planning Code) by adding Section 306.9 thereto, requiring notice of applications for building permits for Sutro Tower to be sent to all property owners within a 1,000 foot radius of the Tower's site.

10/10/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 11/10/2000. Sponsor requests this item be scheduled for consideration at the October 17, 2000 meeting.

Sponsor has requested a waiver of the 30-day rule.

7. 001656 **[Waterfront Fishing Industry]**

Supervisor Becerril

Hearing to consider the concerns of the San Francisco waterfront fishing industry, to explore the possibility of the Port of San Francisco establishing a comprehensive plan for the maintenance and long term viability of San Francisco's fishing industry; and to develop financial and capital plans for the industry.

9/18/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.
9/21/00, TRANSFERRED to Housing and Social Policy Committee. Transferred at the direction of the President.

8. 001657 **[Fish Company Evictions from Fisherman's Wharf]**

Supervisor Becerril

Hearing to consider the eviction of the F. Alioto Fish Co. and California Shellfish Co. from Fisherman's Wharf and the plans for the use and/or repair of the structures where the fish companies are located.

9/18/00, RECEIVED AND ASSIGNED to Finance and Labor Committee.
9/21/00, TRANSFERRED to Housing and Social Policy Committee. Transferred at the direction of the President.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

NOTE:
Pursuant to Government Code Section 65009, the following notice is hereby given: if you challenge, in court, the general plan amendments or planning code and zoning map amendments described above, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Board of Supervisors at, or prior to, the public hearing.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

001676 **[Hotel Tax Exemption, Shared Rental Rooms]**

Supervisor Bierman

Ordinance amending Article 7 of Part III of the San Francisco Municipal Code (Transient Occupancy Tax) by amending Section 506 to provide that for hotels which rent shared rooms the hotel tax exemption shall be based on the rent charged per person and retroactively repealing the Sunset Clause applicable to the hotel tax exemption.

9/25/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 10/25/2000.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

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For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

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BOARD OF SUPERVISORS
BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

October 12, 1999

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: October 17, 1999 Housing and Social Policy Committee Meeting

Item 1 – File 00-1739

Department:	Private Industry Council
Item:	Resolution approving the San Francisco Federal Fiscal Year 2000 Refugee County Plan and authorizing the Private Industry Council of San Francisco, Inc. (PIC) to accept and expend, retroactive to October 1, 2000, $908,134 of Federal refugee funds in conformity with the Refugee County Plan.
Source of Funds:	Federal Office of Refugee Resettlement (ORR)
Grant Amount:	$193,354 Refugee Employment Social Services (RESS) Fund
	714,780 Targeted Assistance (TA) Fund
	$908,134
Grant Period:	October 1, 2000 through September 30, 2001 (one year)
Matching Funds:	None

Indirect Costs: The subject Federal grant does not allow the use of grant funds for indirect costs.

Description: Approval of the proposed resolution would approve the 2000 Refugee County Plan for San Francisco and authorize the PIC (see Comment 1) to retroactively accept and expend $908,134 of Federal refugee funds in conformity with the Refugee County Plan.

The 2000 Refugee County Plan describes the services that the City, through the PIC, offers to refugees in San Francisco for the one-year period from October 1, 2000 through September 30, 2001 (see Comment 3). The services include employment services, on-the-job training, skills/vocational training, case management, support services (such as transportation and childcare), and acculturation services designed to assist refugees in effectively utilizing welfare, housing, education and other services. All of the ORR funds for the training and support services are allocated to the City through the State Department of Social Services.

Specifically, the refugee services include three components: the Refugee Cash Assistance (RCA) Employment Services System, the CalWORKs Services System and Volunteer Employment Services Systems (VESS).

The RCA component provides employment and training services to refugees who receive Federal cash assistance and who have resided in the United States for 12 months or less. RCA Employment Services System is mandatory for RCA recipients.

The CalWORKs component provides employment and training services to refugees who receive Temporary Assistance for Needy Families (TANF) funds, which are a combination of State and Federal monies, and who have resided in the United States for 60 months or less.

The VESS component provides employment and training services to recipients who are not mandated to participate in employment and training services. Participants include TANF recipients who are not mandated to

participate in CalWORKs, as well as recipients of General Assistance, Supplemental Security Income and Food Stamps and non-aided refugees who have been in the United States 60 months or less.

Budget:

A summary breakdown of the proposed budget, as provided by the PIC, is as follows:

Services Provided by Non-Profit Agencies

Employment Services	$401,552
On the Job/Individual Referral Training	84,500
Skills/Vocational Training	114,194
Case Management (Central Intake Point)	93,511
Other (Social Adjustment & Supportive Services)	78,157
Subtotal	**$771,914**
PIC Administration	$136,220
Total Grant Amount	**$908,134**

Budget details identifying each of the six nonprofit agencies that will provide these services are included in Attachment I, provided by the PIC.

Comments:

1. The PIC is a non-profit organization that administers ORR funds on behalf of the City to refugees receiving public assistance, who have resided in the United States for 60 months or less. The PIC subcontracts with culturally and linguistically appropriate community-based organizations to provide employment, training, acculturation and support services.

2. According to Ms. Karen Hart of the PIC, the proposed resolution is retroactive to October 1, 2000 because the Federal grant award period began October 1, 2000 and the six nonprofits are continuing to provide services under the subject grant. Ms. Hart advises that the nonprofits are currently paying for the employment, training and support services from their own budgets and will send their invoices to the PIC for reimbursement of their costs for providing these services. Ms. Hart further states the

PIC believes that it is in the best interest of the City's refugees and of the organizations providing the services to the refugees to make the services available at the beginning of the grant period.

3. The 2000 Refugee Services County Plan was developed in accordance with the appropriate Federal, State and County regulations. PIC states that all applicable regulations and Federal notices will be followed during the implementation and execution of the 2000 Refugee Services County Plan. PIC also states that any unspent funds from previous years as well as any new allocations for the period covered by the County Plan would be used to increase the various program components as defined in the 2000 Refugee Services County Plan.

4. Ms. Hart states that the PIC previously awarded contracts through Requests for Proposals (RFP) to seven non-profit organizations for the delivery of employment and training services to refugees in both the RCA and CalWORKs components for the one-year period from October 1, 1998 through September 30, 1999. Ms. Hart reports that in accordance with such RFPs, the PIC may extend the terms of each contract for a maximum of three consecutive one-year periods based on the PIC's satisfactory evaluation of the service providers and the availability of grant funds from the State Department of Social Services. According to Ms. Hart, the PIC is extending the terms of 11 contracts for six providers for the one-year period from October 1, 2000 through September 30, 2001, the final year that the PIC may extend these contracts. Ms. Hart advises that the PIC will issue a new RFP next year.

5. The mix of employment services planned for 2000-2001 under the Refugee County Plan reflects the need to offer training that would help the refugee clients compete in the Bay Area's highly competitive market and keep pace with the changes in the new economy. Ms. Hart states that approximately 278 refugees will be served under the 2000 Refugee County Plan for the one-year period of October 1, 2000 through September 30, 2001. Ms. Hart further states that refugees are choosing to settle outside

of San Francisco because they cannot afford to live in the City.

6. Attachment II is the Grant Application Information Form, as prepared by the PIC.

7. The PIC has prepared a Disabilities Access Checklist, which is on file with the Clerk of the Board's office.

Recommendation: Approve the proposed resolution.

TABLE I

PRIVATE INDUSTRY COUNCIL REFUGEE FUNDING RECOMMENDATIONS

Agency	Activity	FFY 2000 Recom. $	Recom. Svc.	Recom. Plc.	Place. Rate
International Rescue Committee	CIP	$93,511	NA	NA	NA
Catholic Charities/REAP	ES	$141,123	83	54	65%
Catholic Charities/REAP	IR	$19,500	13	10	77%
Refugee Transitions	A/SAS	$19,500	NA	NA	NA
Refugee Transitions	ES	$35,000	29	20	69%
African Imm. & Refugee Res. Center	ES	$30,094	14	11	79%
International Institute of San Francisco	A/SAS	$35,583	NA	NA	NA
Jewish Vocational Service	ES	$195,335	98	64	65%
Jewish Vocational Service	VT	$114,194	41	33	80%
Subtotal		$683,840	278	192	69%
IR Set Aside		$65,000			
Transportation/Childcare		$23,074			
Total		$771,914	278	192	69%
PIC Administration Budget					
Staff salaries and fringe benefits	85.81%	$116,892			
Allocated Overhead	14.19%	$19,328			
PIC Total		$136,220			
Grand Total		$908,134			

CIP - Central Intake Point
A/SAS - Acculturation/Social Adjustment Services
IR - Individual Referral/On-the-Job Training
ES - Employment Services
VT - Vocational Training

Refugee -RESS & TA Formula Administrative Costs Budget

12 Months Budget (Internal from 010/00 to 9/01)

Salaries	FTE	Monthly Salary	# Pos.	# Mos	Total
President	1.0	$ 8,333	0.80%	12	$ 800
VP - Operations	1.0	5,981	0.80%	12	574
VP - Planing & MIS	1.0	5,981	0.80%	12	574
VP - Administration	1.0	5,981	0.80%	12	574
Controller	1.0	5,981	4.00%	12	2,871
Refugee Coord.	1.0	5,127	71.00%	12	43,679
Refugee AssistantCoord.	1.0	3,134	92.55%	12	34,806
Executive Assistant	1.0	3,534	0.80%	12	339
Human Resources Manager	1.0	4,814	0.80%	12	462
MIS Staff	5.0	4,500	2.70%	12	7,290
Accountant	1.0	4,333	8.00%	12	4,160
Asst. Accountant	1.0	3,534	0.80%	12	339
Clerical Staff	3.5	3,257	0.80%	12	1,094
			1.97		
		Total			$ 97,564
Fringe Benefits					
FICA		7.65%			$ 7,464
SUI		$ 7,000	1.97	5.40%	746
Workers Compensation				0.50%	488
Medical Insurance		$ 202	1.97	12	4,776
Retirement		6%			5,854
		Total			$ 19,328
Others					
FIELD EXP.		$ 31.51		12	$ 378
STAFF TRAVEL		6.85		12	82
INSURANCE EXP		79.47		12	954
MAT & SUPPLIES		104.50		12	1,254
PUBL. SUBC.MATER		6.66		12	80
MISCELLANEOUS		1.76		12	21
AUDITING SVS.		52.65		12	632
CONTRACTED SVS.		13.32		12	160
AD/PUBLIC RELAT		12.13		12	146
REPRODUCTION		22.51		12	270
STAFF TRAINING		1.95		12	23
EMPL & TRNG SVS		22.51		12	270
MOVING & STORAG		4.31		12	52
TELEPHONE		65.57		12	787
POSTAGE		63.83		12	766
COMPUTER MAINT.		26.61		12	319
RENT - OFFICE		338.58		12	4,063
EQUIP RENTAL		222.72		12	2,673
EQUIP SVS AGRE/		50.09		12	601
EQUIP REPAIRS		6.68		12	80
BANK CHARGES		29.95		12	359
EARNED VACATION		384.09		12	4,609
DATA GEN/INFORM		15.45		12	185
EQUIP SVC AGRE/		2.34		12	28
MESSENGER SVC		2.74		12	33
FOLLOW-UP COST		41.88		12	503
		Total			$ 19,328
10/10/00 16:07		Overall Total			$ 136,220

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: **Private Industry Council of San Francisco, Inc.**
2. Contact Person: **Pamela S. Calloway** Telephone: **(415) 431-8700**
3. Project Title: **Refugee Employment and Acculturation Programs**
4. Grant Source Agency: **Federal Office of Refugee Resettlement (ORR)**
5. Type of Funds: X Federal _ Federal-State (Pass-Through) _State _ Local _Private
6. Proposed (New/Continuation) Grant Project Summary:
   ORR annually allocates federal refugee funds to States and Counties. The Private Industry Council (PIC) subcontracts with culturally and linguistically appropriate community based agencies to provide employment and training programs and acculturation and social adjustment service programs to refugees who have been in the country five years or less.
7. Amount of Grant Funding Applied for: .....N/A
   These are formula allocations.
8. Maximum Funding Amount Available: **$908,134**
9. Required Matching Funds: Yes: __ No: X / Cash or In-Kind? __

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: .....**None**
11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible for this grant? Yes: ___ No: X

If yes, please identify the amount of $ in indirect costs?

13. Amount to be spent on contractual services:.....$771,914

14. a.) Will contractual services be put out to bid?.....No; They were put out to bid in FFY 1998. A Request For Proposals was issued for FFY 1998, and it set forth that "Subcontracts may be extended for a maximum of three consecutive years based on satisfactory evaluations and availability of funds".

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? Yes

15. Is this likely to be a one-time or ongoing request for contracting out?..... On-going

16. Term of Grant Start Date: 10/1/00 End Date: 9/30/01

17. Date Department Notified of Available Funds: .....June 15, 2000

18. Grant Application Due Date: N/A .....

19. Grant Funding Guidelines and Options (Selection from RFP, grant announcement or appropriations legislation):

ORR has specified that these funds be used to provide employment and training and acculturation and social adjustment services to refugees who have been in the country five years or less.

ORR Priorities in provision of services are:

1. All newly arriving refugees during their first year in the U.S., who apply for services;
2. Refugees who are receiving cash assistance;
3. Unemployed refugees who are not receiving cash assistance; and
4. Employed refugees in need of services to retain employment or to attain economic independence.

20. Department Head Approval: Pamela S. Calloway, President

Pamela S. Calloway
(Signature)

Item 2 - File 00-1740

Department: Private Industry Council

Item: Resolution authorizing the Private Industry Council of San Francisco, Inc. (PIC) to accept and expend, retroactive to October 1, 2000, $210,999 of Federal refugee discretionary funds for services to older refugees in conformity with the Refugee County Plan.

Source of Funds: Federal Office of Refugee Resettlement (ORR)

Grant Amount: $210,999

Grant Period: October 1, 2000 through September 30, 2001 (one year)

Matching Funds: None

Indirect Costs: The subject Federal grant does not allow the use of grant funds for indirect costs.

Description: Approval of the proposed resolution would authorize the PIC (see Comment 1) to retroactively accept and expend $210,999 from ORR for older refugee services through the San Francisco Senior Refugee Collaborative (the Collaborative). The Collaborative is a partnership among three nonprofit organizations including, the Jewish Family & Children's Services, the International Institute of San Francisco, and Richmond Area Multi-Services. The Collaborative was selected through a Request for Proposals process in 1999 with an option to extend the contract for, at maximum, three consecutive years; the PIC has chosen to extend the subject contract for a second year. The Collaborative would provide assistance to 2,100 refugees age 60 and above residing in San Francisco who currently have limited or no access to existing community services. The Collaborative would serve San Francisco's major refugee populations, including those from the former Soviet Union, Bosnia, Vietnam (including Sino-Vietnamese refugees), Cambodia, Eritrea, Iran and Iraq.

With the Collaborative's assistance, senior refugees would be able to more fully utilize existing social and supportive services. The Collaborative services would include: (1) Outreach/Information and Referral; (2) Case management; (3) Interpretation/Translation; (4) Escort and Transportation

Services; (5) Community Center-Based Adult Programs; (6) Health/Nutrition Education and Promotion; (7) Legal Services/Naturalization; (8) Crisis Intervention and Mental Health Services, and (9) In-Home Assistance. Attachment I provided by the PIC, is a detailed description of each of the support services under the proposed Collaborative. Ms. Karen Hart from the PIC states that the numbers of refugees served indicated in the service descriptions are based on PIC estimates for a program budget of $210,999.

Budget:

A summary budget for the proposed use of the subject refugee funds of $210,999 for the Collaborative Project is as follows:

Contractual Services	
Jewish Family and Children's Services	$104,233
International Institute of San Francisco	56,125
Richmond Area Multi-Services	40,091
Subtotal	**$200,449**
PIC's Administrative Costs	$10,550
Grant Total Amount	**$210,999**

Attachment II, provided by PIC, contains the detailed PIC Administrative Costs Budget of $10,550. As shown above, the remaining $200,449 is budgeted for the three nonprofit agencies that will be providing the contractual services. Ms. Hart states that the award amounts to the three nonprofit agencies will be the same as last year.

Comments:

1. According to Ms. Hart, the proposed resolution is retroactive to October 1, 2000 because the Federal grant award period began October 1, 2000 and the three nonprofits are continuing to provide services under the subject grant. Ms. Hart advises that the nonprofits are currently paying for the support services from their own budgets and will send invoices to the PIC for reimbursement of their costs for providing these services. Ms. Hart further states the PIC believes that it is in the best interest of the City's refugees and of the organizations providing the services to the refugees to make the services available at the beginning of the grant period.

2. The PIC is a non-profit organization that administers ORR funds on behalf of the City to refugees receiving public

assistance, who have resided in the United States for 60 months or less. The PIC subcontracts with culturally and linguistically appropriate community-based organizations to provide the stated services.

3. Attachment III is a Grant Application Information Form prepared by the PIC.

4. The PIC has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's office

Recommendation: Approve the proposed resolution.

1. Outreach/Information and Referral for 2,100 Senior Refugees

Outreach activities to increase awareness and encourage use of available services will include articles in existing ethnic/language-based newspapers, public information spots in other ethnic media, and presentations at senior centers and senior housing, churches and synagogues serving the target community. Information and referral services will provide linguistically and culturally appropriate information to link elderly refugees to appropriate services such as housing referrals, financial assistance, clinical counseling, case management, employment services, citizenship services, etc. The Collaborative will also disseminate linguistically-appropriate educational information on such topics of interest to seniors as updates on changes in government policy and legislation.

2. Case Management for 108 Senior Refugees

All Collaborative clients will receive case management services to coordinate and facilitate access to a variety of services. The case management model is implemented by a social worker, who for Collaborative clients will be fluent in their native language and able to work closely with them to arrange for the most appropriate services possible throughout the case management process. This process includes client intake, assessment, care planning, care plan implementation, advocacy, on-going monitoring, reassessment and, if appropriate, discharge/termination. Case management may be short term, crisis oriented, or longer term for persons whose capacity to live independently is compromised by functional or cognitive limitations

3. Interpretation/Translation for 284 Senior Refugees

Collaborative case managers and other staff will translate or arrange for volunteer translation/interpretation services as needed to assist clients with phone contact and written materials, or to accompany frail elderly refugee clients to appointments. Translation will also be done by telephone access to an International Institute staff member fluent in both the refugee language and English. Augmentation of the capacity of existing JFCS and International Institute programs, including legal services, YouthCares, and Refugee Social Adjustment and Acculturation, will provide this service to Russian, Vietnamese, Cambodian, Bosnian, Ethiopian, African, Polish, Albanian, Laotian, Cuban, and Haitian refugees.

4. Escort and Transportation for 150 Senior Refugees

An essential service if elderly are to remain independent is transportation for such purposes as visits to community centers, educational and cultural events, and appointments with doctors and other service providers. Currently, limited escort services are offered through IISF's YouthCares and Refugee Acculturation and Social Adjustment programs. With additional funding, its capacity will be expanded to make sure that all low-income and disabled refugee elders are able to travel within San Francisco as necessary to attend to their needs. Collaborative funding will assist these clients by providing taxi vouchers, paying gasoline reimbursement for volunteer and staff senior escorts, and funding agency costs of Paratransit service coordination for clients who are unable to use public transport.

5. Community Center-based Adult Programs for 137 Senior Refugees

These will be offered through JFCS' L'Chaim Senior Center for frail elderly Russian-speaking refugees and through the International Institute's YouthCare program serving Vietnamese, Cambodian, Cantonese, Russian, Bosnian, and Spanish-speaking refugees at senior housing facilities in San Francisco's South of Market and Tenderloin areas. Evidence of the great need for an expansion of existing services is the waiting list of over 200 Russian-speaking clients requesting services from L'Chaim Senior Center. Activities such as lectures, musical and social programs, celebrations of ethnic holidays, exercise workshops, English classes, one-to-one English tutoring with volunteers, and other activities will be offered to match the interests and language needs of frail elderly refugees in the target populations. The Collaborative will also offer Wellness and Educational Centers at existing Senior Centers serving refugee populations.

Community center-based activities will also include companionship, activities, reading, and instruction in Web-TV and Internet use to frail elderly by stipended high school interns.

6. Health/Nutrition Education and Promotion for 1430 Senior Refugees

The Collaborative will offer culturally and linguistically-appropriate individual and group educational sessions, health lectures, and self-help health advocacy services. Collaborative members will give presentations at senior centers and senior housing sites, covering such topics as nutrition, preventative care, cardiovascular disease, diabetes, depression, GI disorders, sleep disorders, prostate problems, arthritis, immunizations, understanding medication protocols, intergenerational family problems, and health needs related specifically to elderly refugees.

Services will also expand refugee understanding of the managed care system of health care in the United States and build the population's capacity to access needed services. Russian and Vietnamese Health Fairs, funded by ORR in previous years, were an effective means of disseminating health care information, and are in danger of being eliminated without a new source of funding. Articles on health-related topics will be published in ethnic/language-based newspapers and will be available in flyer form for distribution at targeted events and sites.

All of the collaborative partners will continue to work closely with the Refugee Clinic at San Francisco General Hospital to ensure that the needs of the target population are met, that materials are translated, and that clinic staff are well-versed in the issues affecting these refugee populations. Regular meetings between the collaborating agencies and the staff of the refugee health clinic will be established to share information about services, to set clear referral guidelines and to identify gaps in services.

7. Legal Services/Naturalization for 252 Senior Refugees

Because Collaborative members have extensive experience in providing naturalization services, we are aware of the difficulties frail elderly refugees face and the assistance required in this process. The INS backlog and the discontinuation of off-site processing have impacted many of the naturalization cases of the target population, and there are presently more than 1,200 individuals in the naturalization "pipeline" awaiting interviews. Several hundred of these refugees have filed for medical waivers, and we anticipate that an additional hundred will need them by the time their interview is scheduled because their health conditions will deteriorate in the interim. We have also observed an increased stringency by the INS in applying their medical waiver guidelines. For these reasons, JFCS and IISF will continue to provide linguistically-appropriate citizenship services, with a particular emphasis on medical waiver preparation and follow-up, including: liaison activities with doctors to insure medical waiver forms are completed according to INS standards; attorney consultation and representation; monitoring of case outcomes; advocacy; and citizenship classes at a pace appropriate to this population.

8. Crisis Intervention and Mental Health Services for 64 Senior Refugees

Licensed and other qualified clinicians from JFCS and RAMS will provide critical clinical mental health services to the target population. These will include individual counseling, cognitive therapy, assessment and management of psychiatric medications, on-going cultural adjustment support groups, support groups focused on such issues as bereavement and stress management, and linkage to the full range of JFCS, IISF, RAMS, COA, and other community services. Culturally and linguistically-appropriate psycho-educational materials on depression, Post Traumatic Stress Disorder, anxiety, and age-related mental health issues will be created and disseminated among seniors in the Russian, Cambodian and Vietnamese communities. All these materials will be chosen, translated or composed with specific cultural and mental health needs of the older refugees in mind. In addition, JFCS will establish a Russian-language telephone assurance line, which will be available to refugee seniors who are isolated or in danger of experiencing neglect and abuse.

9. In-Home Assistance for 71 Senior Refugees

As an effective and cost-efficient solution to the problem of isolation , JFCS and IISF both have active senior companionship/in-home assistance programs providing ongoing, one-to-one attention, companionship, and sharing of stories, while building intergenerational and intercultural friendships and helping the seniors to feel needed and valued. In-home assistants will continue to be trained and supervised by volunteer coordinators of both agencies.

In summary, the Collaborative will provide a multi-faceted project and will ensure extensive coordination of activities among refugee service providers, mainstream providers of services to the elderly and our local Commission on the Aging programs.

Refugee -Disret. Elderly Administrative Costs Budget

12 Months Budget (Internal from 010/00 to 9/01)

Salaries	FTE	Monthly Salary	# Pos.	# Mos	Total
President	1.0	$ 8,333	0.18%	12	$ 180
VP - Operations	1.0	5,981	0.18%	12	129
VP - Planing & MIS	1.0	5,981	0.18%	12	129
VP - Administration	1.0	5,981	0.18%	12	129
Controller	1.0	5,981	0.95%	12	682
Refugee Coord.	1.0	5,127	5.00%	12	3,076
Refugee AssistantCoord.	1.0	3,133	3.00%	12	1,128
Executive Assistant	1.0	3,534	0.18%	12	76
Human Resources Manager	1.0	4,814	0.18%	12	104
MIS Staff	5.0	4,500	0.28%	12	756
Accountant	1.0	4,333	1.59%	12	827
Asst. Accountant	1.0	3,534	0.18%	12	76
Clerical Staff	4.5	3,257	0.18%	12	317
			0.14		
		Total			$ 7,609
Fringe Benefits					
FICA		7.65%			$ 582
SUI		$ 7,000	0.14	5.40%	53
Workers Compensation				0.50%	38
Medical Insurance		$ 200	0.14	12	341
Retirement		6%			457
		Total			$ 1,470
Others					
FIELD EXP.		$ 2.40		12	$ 29
STAFF TRAVEL		0.52		12	6
INSURANCE EXP		6.05		12	73
MAT & SUPPLIES		7.95		12	95
PUBL. SUBC.MATER		0.51		12	6
MISCELLANEOUS		0.13		12	2
AUDITING SVS.		4.01		12	48
CONTRACTED SVS.		1.01		12	12
AD/PUBLIC RELAT		0.92		12	11
REPRODUCTION		1.71		12	21
STAFF TRAINING		0.15		12	2
EMPL & TRNG SVS		1.71		12	21
MOVING & STORAG		0.33		12	4
TELEPHONE		4.99		12	60
POSTAGE		4.86		12	58
COMPUTER MAINT.		2.02		12	24
RENT - OFFICE		25.76		12	309
EQUIP RENTAL		16.94		12	203
EQUIP SVS AGRE/		3.81		12	46
EQUIP REPAIRS		0.51		12	6
BANK CHARGES		2.28		12	27
EARNED VACATION		29.22		12	351
DATA GEN/INFORM		1.18		12	14
EQUIP SVC AGRE/		0.18		12	2
MESSENGER SVC		0.21		12	2
FOLLOW-UP COST		3.19		12	38
		Total			$ 1,470
10/10/00 16:07		Overall Total			$ 10,550

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: The Board of Supervisors
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: **Private Industry Council of San Francisco, Inc.**

2. Contact Person: **Pamela S. Calloway** Telephone: **(415) 431-8700**

3. Project Title: **San Francisco Senior Refugee Collaborative Project**

4. Grant Source Agency: **Federal Office of Refugee Resettlement (ORR)**

5. Type of Funds: X Federal _ Federal-State (Pass-Through) _State _ Local _Private

6. Proposed (New/Continuation) Grant Project Summary:
The San Francisco Senior Refugee Collaborative Project is a multifaceted project for all of San Francisco's major refugee populations, including those from the former Soviet Union (FSU), Bosnia, Vietnam (including Sino-Vietnamese refugees), Cambodia, Eritrea, Iran, and Iraq. The project includes an ambitious array of services including outreach/information and referral services, case management, interpretation and translation, escorts and transportation to mainstream aging services, community center-based adult programs, health and nutrition education and promotion, legal and naturalization services, crisis intervention and mental health services, and in-home assistance.

7. Amount of Grant Funding Applied for: .....N/A
This is continuation grant funding.

8. Maximum Funding Amount Available: **$210,999**

9. Required Matching Funds: Yes: __ No: X / Cash or In-Kind? __

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:

10. Number of new positions created and funded: .....None

11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible for this grant? Yes: ___ No: X

If yes, please identify the amount of $ in indirect costs?

13. Amount to be spent on contractual services:..... $200,449

14. a.) Will contractual services be put out to bid? ..... No

b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements? Yes

15. Is this likely to be a one-time or ongoing request for contracting out?..... Ongoing

16. Term of Grant Start Date: 10/1/00 End Date: 9/29/01

17. Date Department Notified of Available Funds: .....July 5, 2000

18. Grant Application Due Date: N/A .....

19. Grant Funding Guidelines and Options (Selection from RFP, grant announcement or appropriations legislation):

As stated in Refugee Coordinator Letter 00-07 from the Refugee Programs Branch of the California Department of Social Services "The funding is being made available on a non-competitive basis to continue those projects in your counties that were awarded funding in FFY 1999". The Office of Refugee Resettlement "Notice of Availability of FFY 1999 discretionary funds to States for services to older refugees" states in part, that these funds will be used..."to insure that older refugees in the community will be linked to mainstream aging services in their community..."

20. Department Head Approval: Pamela S. Calloway, President

Pamela S Calloway
(Signature)

Item 3 - File 00-1741

Department:	Private Industry Council
Item:	Resolution authorizing the Private Industry Council of San Francisco, Inc. (PIC) to accept and expend, retroactive to October 1, 2000, $23,678 of Federal Refugee Employment Social Services (RESS) set aside funds for health program referral services in conformity with the Refugee County Plan.
Source of Funds:	Federal Office of Refugee Resettlement (ORR)
Grant Amount:	$23,678
Grant Period:	October 1, 2000 through September 30, 2001 (one year)
Matching Funds:	None
Indirect Costs:	The subject Federal grant does not allow the use of grant funds for indirect costs.
Description:	Approval of the proposed resolution would authorize the PIC to retroactively accept and expend $23,678 of Federal RESS set aside funds for health program referrals to refugees in conformity with the Refugee County Plan.

The proposed resolution would continue the Refugee Community Health Outreach Program (RCHOP) run by Newcomers Health Program of the San Francisco Department of Public Health and the International Institute of San Francisco (IISF). RCHOP helps enroll Bosnian refugees in low-income health programs such as the Department of Public Health's Healthy Families Program and the Women, Infants and Children's Services Program (WIC). The grant award would fund augmented service hours of a Bosnian Community Health Outreach Worker (CHOW), and a Project Coordinator. The CHOW is home-based at IISF and out-stationed on a regular basis at the Newcomers Health Program at San Francisco General Hospital and at WIC. The set aside funds would also be used to translate, print and mail outreach and other health-related materials to low-income Bosnian refugees to help them enroll in health programs. The CHOW would also distribute the health-related materials when making regular outreach visits to the

Healthy Families Program, Headstart, and the refugee Central Intake Points.

Budget: A proposed summary budget, as provided by the PIC, is as follows:

Services Provided by IISF	
Salaries	$14,235
Benefits	3,071
Accounting and Insurance	1,800
Other Direct Costs	1,020
Subtotal	**$20,126**
PIC Administration	$3,552
Total Grant Amount	**$23,678**

Budget details for the RCHOP are included in Attachment I, provided by the PIC.

Comments:

1. According to Ms. Hart, the proposed resolution is retroactive to October 1, 2000 because the Federal grant award period began October 1, 2000 and IISF is continuing to provide services under the subject grant. Ms. Hart advises that IISF is currently paying for the support services from its own budget and will send invoices to the PIC for reimbursement of its costs for providing these services. Ms. Hart further states the PIC believes that it is in the best interest of the City's refugees and of the organizations providing the services to the refugees to make the services available at the beginning of the grant period.

2. The PIC is a non-profit organization that administers ORR funds on behalf of the City to refugees receiving public assistance, who have resided in the United States for 60 months or less. The PIC subcontracts with culturally and linguistically appropriate community-based organizations to provide the stated services

3. According to Ms. Hart, the PIC has identified the Bosnian community as their primary concern because the PIC believes there are virtually no resources to help them access health services. Ms. Hart further states that IISF was selected by PIC under a sole source contract in 1999 because the IISF has historical experience and expertise in working

with the Bosnian refugee population in San Francisco and low-income programs servicing such refugee population. Under the terms of the contract, the PIC can extend the service contract up to three consecutive one-year periods, and the PIC has elected to extend the contract for a second year.

4. Attachment II is a Grant Application Information Form prepared by the PIC.

5. The PIC has prepared a Disability Access Checklist, which is on file with the Clerk of the Board's office

Recommendation: Approve the proposed resolution.

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.

COST REIMBURSEMENT BUDGET SUMMARY

SUBCONTRACTOR: INTERNATIONAL INSTITUTE OF S.F. DATE: 10/1/00

BUDGET PERIOD: From: 10/01/00 To: 09/30/01 SUB. #: 245A956S1

ACTIVITY: RESS Set Aside - Outreach - Health Programs

SUMMARY OF COST ITEMS	SUBCONTRACT:
A. Salaries	$14,235
B. Fringe Benefits	$3,071
C. Accounting & Insurance	$1,800
D. Payroll Costs	$0
E. Training Matierals	$0
F. Instructional Costs	$0
G. Direct Other	$1,020
TOTAL	$20,126

COST ITEMS

A. Salaries Position/Title	No. of Pos.	Salary per pay period	% of Time	# Pay Periods	Subtotal
Project Coordinator	1	$2,000.00	5%	24	$2,400
Community Health Outreach Worker	1	$1,096.00	45%	24	$11,835
SUBTOTAL					$14,235

B. Fringe Benefits	Rate	Amount	Subtotal
FICA	7.65%	$14,235	$1,089
SUI	3.20%	$3,500	$112
Workers' Compensation	1.00%	$14,235	$142
Health Insurance $144/mo av			$1,728
Other (show calculations)			
SUBTOTAL			$3,071

C. Accounting and Insurance		Subtotal
Accounting Services	$150 X 12 mos.	$1,800
Package Policy including liability insurance		$0
Fidelity Bond		$0
Directors & Officers Liability Insurance		$0
SUBTOTAL		$1,800

RFG 124 (Rev. 06/06/94)

PRIVATE INDUSTRY COUNCIL OF SAN FRANCISCO, INC.

D. Payroll Costs	Subtotal
	$0
SUBTOTAL	$0

E. Training Materials (Please describe below)	Subtotal
	$0
SUBTOTAL	$0

F. Instructional Costs (Please describe below)	Subtotal
	$0
SUBTOTAL	$0

G. Direct Other		No. of	# of mos.	Rate	Subtotal
	Staff Miles				$0
Travel	Staff Fast Passes				$0
Rent	Square Feet				$0
Utilities					$0
					$0
					$0
Services	Custodial				$0
	Staff Training				$200
	Duplication/Printing				$0
Equipment					$0
	Maintenance				$0
					$0
Communication	Telephone	1	12	$50.33	$604
	Postage				$0
					$0
Other	Office Supplies	1	12	$18.00	$216
	Resource Materials				$0
					$0
SUBTOTAL					$1,020

PIC USE ONLY

Approved By Operations: _____ On: _____

Audited by Fiscal: _____ On: _____

RFG 124 (Rev. 06/06/94)

Refugee -RESS Set Aside Administrative Costs Budget

12 Months Budget (Internal from 010/00 to 9/01)

Salaries	FTE	Monthly Salary	# Pos.	# Mos	Total
President	1.0	$ 8,333	0.02%	12	$ 20
VP - Operations	1.0	5,981	0.02%	12	14
VP - Planing & MIS	1.0	5,981	0.02%	12	14
VP - Administration	1.0	5,981	0.02%	12	14
Controller	1.0	5,981	0.20%	12	144
Refugee Coord.	1.0	5,127	3.00%	12	1,846
Refugee AssistantCoord.	1.0	3,133	0.40%	12	150
Executive Assistant	1.0	3,534	0.02%	12	8
Human Resources Manager	1.0	4,814	0.02%	12	12
MIS Staff	5.0	4,500	0.02%	12	54
Accountant	1.0	4,333	0.50%	12	260
Asst. Accountant	1.0	3,534	0.02%	12	8
Clerical Staff	4.5	3,257	0.02%	12	35
			0.04		
		Total			**$ 2,580**

Fringe Benefits					
FICA	7.65%				$ 197
SUI	$	7,000	0.04	5.40%	17
Workers Compensation				0.50%	13
Medical Insurance	$	200	0.04	12	104
Retirement	6%				155
	Total				**$ 486**

Others				
FIELD EXP.	$ 0.79		12	$ 10
STAFF TRAVEL	0.17		12	2
INSURANCE EXP	2.00		12	24
MAT & SUPPLIES	2.63		12	32
PUBL. SUBC.MATER	0.17		12	2
MISCELLANEOUS	0.04		12	1
AUDITING SVS.	1.32		12	16
CONTRACTED SVS.	0.33		12	4
AD/PUBLIC RELAT	0.31		12	4
REPRODUCTION	0.57		12	7
STAFF TRAINING	0.05		12	1
EMPL & TRNG SVS	0.57		12	7
MOVING & STORAG	0.11		12	1
TELEPHONE	1.65		12	20
POSTAGE	1.61		12	19
COMPUTER MAINT.	0.67		12	8
RENT - OFFICE	8.52		12	102
EQUIP RENTAL	5.60		12	67
EQUIP SVS AGRE/	1.26		12	15
EQUIP REPAIRS	0.17		12	2
BANK CHARGES	0.75		12	9
EARNED VACATION	9.66		12	116
DATA GEN/INFORM	0.39		12	5
EQUIP SVC AGRE/	0.06		12	1
MESSENGER SVC	0.07		12	1
FOLLOW-UP COST	1.05		12	13
	Total			**$ 486**
10/10/00 16:07	**Overall Total**			**$ 3,552**

File Number: _____

Grant Application Information Form

A document required to accompany a proposed resolution
Authorizing a Department to Accept & Expend Grant Funds

To: **The Board of Supervisors**
Attn. Clerk of the Board

The following describes the grant referred to in the accompanying resolution:

1. Department: **Private Industry Council of San Francisco, Inc.**
2. Contact Person: **Pamela S. Calloway** Telephone: **(415) 431-8700**
3. Project Title: **Bosnian Refugee Community Health Outreach Project**
4. Grant Source Agency: **Federal Office of Refugee Resettlement (ORR)**
5. Type of Funds: X Federal _ Federal-State (Pass-Through) _State _ Local _Private
6. Proposed (New/Continuation) Grant Project Summary:
   The project will continue to provide the support necessary to enroll Bosnian refugees in low income health programs by utilizing a Bosnian Community Health Outreach Worker (CHOW). The CHOW is home-based at International Institute (II) and out-stationed on a regular basis at the Newcomers Health Program at San Francisco General Hospital and at the Women, Infants, and Children's Services Program (WIC). The set aside funds will also be used to develop additional printed outreach materials. The CHOW will distribute the materials when making regular outreach visits to the Children's Health Insurance Program, a.k.a. the Healthy Families Program, Headstart, and the refugee Central Intake Point (CIP). The project will also disseminate information through the CIP's and International Rescue Committee's Bosnian databases.
7. Amount of Grant Funding Applied for: .....N/A
   This is a formula allocation.
8. Maximum Funding Amount Available: $23,678
9. Required Matching Funds: Yes: __ No: X / Cash or In-Kind? __

   If yes, list dollar amount and identify source of Matching Funds in Department Budget:
10. Number of new positions created and funded: .....None

11. If new positions are created, explain the disposition of employees once the grant ends?

12. Are indirect costs eligible for this grant? Yes: ___ No: X

If yes, please identify the amount of $ in indirect costs?

13. Amount to be spent on contractual services:..... **$20,126**

14. a.) Will contractual services be put out to bid? ..... **No**
This is a continuation of the health outreach project.
b.) If so, will contract services help to further the goals of the department's MBE/WBE requirements?

15. Is this likely to be a one-time or ongoing request for contracting out?..... **Ongoing**

16. Term of Grant Start Date: **10/1/00** End Date: **9/29/01**

17. Date Department Notified of Available Funds: .....**August 7, 2000**

18. Grant Application Due Date: **N/A** .....

19. Grant Funding Guidelines and Options (Selection from RFP, grant announcement or appropriations legislation):

The grant announcement states in part, that these funds have been set aside for the purpose of "providing outreach and referral to ensure refugee access to the Children's Health Insurance Program (CHIP) and other programs for low-income working populations"...

20. Department Head Approval: **Pamela S. Calloway, President**

Pamela S Calloway
(Signature)

Item 4 – File 00-1757

Department:	Mayor's Office of Community Development
Item:	Resolution authorizing the Mayor's Office of Community Development to accept and expend a grant in the amount of $468,750 from the U.S. Department of Labor for the Mission District School-to-Career Program.
Grant Amount:	$468,750
Source of Funds:	U.S. Department of Labor, Employment and Training Administration
Grant Period:	October 1, 2000 through September 30, 2001 (12 months)
Required Match:	None
Indirect Costs:	$27,707 (approximately 7 percent of direct cost)

Description:

The proposed resolution would authorize the Mayor's Office of Community Development (MOCD) to accept and expend a grant in the amount of $468,750 from the U.S. Department of Labor's Employment and Training Administration for a project entitled Mission Accomplish. Mission Accomplish seeks to extend school-to-work opportunities to approximately 800 youth who have dropped out of school or are at-risk of dropping out of school in the Mission District by connecting them with potential employers and community-based organizations serving youth in the City. The Mission Accomplish program will also provide academic support and arrange for other interventions for at-risk youth, including one-on-one mentoring, after-school tutoring, and cultural and recreational activities to support at-risk youth. The Mission Accomplish program has been organized by the City's School-to-Career Partnership, which is a collaborative that includes the Mayor's Office, the School District, labor, business, and community-based organizations.

Ms. Kimberly Fergison of the MOCD states that the MOCD awarded a contract for the implementation of the Mission Accomplish program to the Every Child Can

Learn Foundation, a nonprofit organization, on a sole source basis when the Mission Accomplish program received its initial funding in October of 1999. The proposed resolution would authorize the MOCD to accept and expend the second year of funding by the U.S. Department of Labor's Employment and Training Administration for the Mission Accomplish program. The contract with the Every Child Can Learn Foundation was awarded on a sole source basis in 1999 because the Every Child Can Learn Foundation has been historically successful in connecting at-risk youth with potential employers and community-based organizations serving at-risk youth in the City.

The San Francisco School-to-Career Partnership, which has fiscal sponsorship under the Every Child Can Learn Foundation, would act as the subcontractor for carrying out this program. MOCD will be responsible for administrative and fiscal oversight of the grant, as required by the U.S. Department of Labor.

Budget:

Attachment I, provided by the Every Child Can Learn Foundation, contains budget details for the subject grant funds of $468,750.

Ms. Fergison states that the $27,707 identified in Attachment I for indirect costs associated with administering the proposed grant would be divided between the MOCD and the Every Child Can Learn Foundation. The MOCD would receive $6,927, or approximately 25 percent of the indirect costs, and the Every Child Can Learn Foundation would receive $20,780, or approximately 75 percent of the indirect costs.

According to Mr. Pete Gallegos of the Every Child Can Learn Foundation, consultants will be solicited through a Request for Proposal process by the Every Child Can Learn Foundation to provide support to existing programs and schools, and to assist with summer institutes and future grant applications.

Comments:

1. The City was one of five cities awarded School-to-Career Program funds last year by the Federal Department of Labor. The proposed resolution would

allow the MOCD to accept and expend the second year of funding for the Mission Accomplish program. The Department of Labor extended the terms of last year's grant for an additional 12 months, to September 30, 2001. The extension in the grant period was necessary due to delays in the project. The MOCD expects to receive the subject grant funds, along with last year's grant funds, as costs are incurred. To date, approximately $3,000 of the subject grant has been expended for the Program Director's salary. Therefore, the proposed resolution should be amended to provide for retroactive authorization.

2. Attachment II, provided by the MOCD, is the Grant Application Information Form, which includes the Disability Access Checklist.

3. According to Mr. Gallegos, under the subject grant the nonprofit Every Child Can Learn Foundation would hire 3.5 FTEs to work with schools in the Mission District and 1.0 FTE to work at the Community College of San Francisco, as detailed in Attachment I.

Recommendations: 1. Amend the proposed resolution to provide for retroactive authorization, in accordance with Comment No. 1 above.

2. Approve the proposed resolution, as amended.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
Clerk of the Board
Controller
Stephen Kawa

BUDGET NARRATIVE FOR OCTOVER 1, 2000 - SEPTEMBER 30, 2001

Personnel (Base Salary plus Fringe)

Mission Accomlish Program Director				Salary	65,000
				16% Fringe	10,400
				Total	75,400
SFSTC Executive Director support to Mission Accomplish					4,406
Youth Counselor		SFUSD	Mission	1 FTE	40,000
Teacher	Pathway Development	SFUSD	Mission	1 FTE	40,000
Faculty	Pathway Development		CCSF	1 FTE	40,000
					124,406
				18% Fringe	24,193
					148,599

Travel	3,000
Equipment	4,000
Supplies	4,500
	11,500

Contractors/Consultants/Full Time Equivalents (FTE)

Curriculum Development, Outreach, Teachers & Counselors				
Youth Counselor/Outreach Specialist	SFUSD	RAP	1.5 FTE	57,500
				57,500
Estimated fringe on above			18% Fringe	10,350
			Total	67,850
Mission Pathway Development Coordiantor				18,638
O'Connell PW development (1/2 site coordinator)-Jun-Sept				15,392
Summer Institute				4,000
Resource Development Consultant				4,000
Director, Business and Community Development, Support to MA				15,791
Support to Pathways and Junction Box				8,000
				69,721

OTHER

Community Activities: Recreation, Dance, MY TV	15,000
Evaluation & Dissemination	9,000
	24,000
Total Direct Costs	407,070
Indirect Costs	27,707

Training Costs/Stipends

Student Involvement; Peer Counseling & Tutoring	12,000
Assessment Development and training	8,000
Professional Development/Release Time – Teachers and Counselors & Staff	
Prof. Devel., staff trng and release time	13,673
	33,673
Total Budget	468,750

0

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: School to Work Urban/Rural Opportunities

2. Department: Mayor's Office of Community Development

3. Contact Person: Kimberly Fergison Telephone: 252-3151

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $ $468,750

6a. Matching Funds Required: $ 0
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: Department of Labor
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary: The City and County of San Francisco was one of five Cities awarded School-to-Career Program funds by DOL last year. This is the second year of the grant. The City's School-to-Career Partnership model that has been implemented to assist youth either living in the Mission or attending school in the Mission. The School-to-Career program is a comprehensive program that offers a broad range of services to youth and their parents: career exploration activities targeted to freshmen, job mentors, internships for juniors and seniors, and workshops for parents. Interested students can take courses within specific "career pathways" to prepare them for future employment. Coursework is offered in the following "pathways": Business and Finance; Health and Science; Information and Technology; and Law. A multi-media career path is also under development

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: 10/1/2000 End-Date: 9/30/2001

10. Number of new positions created and funded: 3 positions are expected to be created at the different school sites.

11. If new positions are created, explain the disposition of employees once the grant ends? It is hoped that the SFUSD will pick up the positions once the grant expires (three years from now) based upon the success of this program.

12a. Amount budgeted for contractual services: $137,571

b. Will contractual services be put out to bid? Yes

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? Yes

d. Is this likely to be a one-time or ongoing request for contracting out? Contractual services will include the three new positions so these costs will be on-going for the term of the grant (5 years). Consultants will be hired to evaluate the success of the program. This will be an annual expense for the term of the grant.

13a. Does the budget include indirect costs? [X] Yes [ ] No

b1. If yes, how much? $27,707
b2. How was the amount calculated? Six percent of the new grant amount, as approved by the Department of Labor.

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments: MOCD will have administrative and fiscal oversight of this grant on behalf of the School-to-Career Partnership. The Every Child Can Learn Foundation will be the fiscal sponsor for the School-to-Career Partnership. This is the second year of a five-year grant, and this will be the second year that MOCD will have administrative oversight responsibilities related to this grant.

****Disability Access Checklist*****

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[X] Existing Structure(s)	[X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Anita Bien, ADA Director-SFUSD 9-25-2000

Departmental or Mayor's Office of Disability Reviewer: Kimberly Bryson 9/25/00
(Name)

Date Reviewed: 9/29/00

Department Approval: Pamela H. David Director, MOCD
(Name) (Title)

(Signature)

BOARD of SUPERVISORS

City Hall
Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 544-5227

3
CF
390-475
*1
11/7/00
cancelled
c.2

NOTICE OF CANCELLED MEETING

HOUSING AND SOCIAL POLICY COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN that the meeting of the Housing and Social Policy Committee scheduled for Tuesday, November 7, 2000, at 10:00 a.m., at 1 Dr. Carlton B. Goodlett Place, Room 263, City Hall, San Francisco, California, has been **cancelled**.

Gloria L. Young, Clerk of the Board

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FAX 11/2/00

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
1 DR. CARLTON B. GOODLETT PLACE
SAN FRANCISCO, CA 94102-4689

IMPORTANT HEARING NOTICE!!!

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100 Larkin Street Govt Information Center

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, November 21, 2000 | **10:00 AM** | **City Hall, Room 263**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

DOCUMENTS DEPT.

NOV 17 2000

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AGENDA CHANGES

REGULAR AGENDA

1. 001896 **[State grant funds to undertake the Police Department's "Decoy Shoulder Tap Program" for reducing the availability of alcohol to minors]**

Supervisor Newsom

Resolution authorizing the Chief of Police for the City and County of San Francisco to retroactively accept and expend a grant in the amount of $20,000 from the California Department of Alcoholic Beverage Control for a project entitled the Decoy Shoulder Tap Program. (Police Department)

10/23/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 001975 **[Federal Funds, Local Law Enforcement Block Grant]**

Supervisor Brown

Resolution authorizing the Mayor of the City and County of San Francisco to retroactively accept and expend a grant in the amount for $2,259,329 from the U.S. Department of Justice to administer the Local Law enforcement Block Grant Program.

11/6/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

3. 002016 **[Federal grant to provide life skills for prisoners in the county jail]**

Resolution authorizing the Sheriff's Department to accept and expend a grant in the amount of $1,259,470 from the U.S. Department of Education for providing a life skills program for prisoners in the county jail. (Sheriff)

11/9/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

4. 001676 **[Hotel Tax Exemption, Shared Rental Rooms]**

Supervisor Bierman

Ordinance amending Article 7 of Part III of the San Francisco Municipal Code (Transient Occupancy Tax) by amending Section 506 to provide that for hotels which rent shared rooms the hotel tax exemption shall be based on the rent charged per person and retroactively repealing the Sunset Clause applicable to the hotel tax exemption.

9/25/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 10/25/2000.

5. 001490 **[Firearm Strict Liability Act]**

Supervisors Becerril, Bierman

Ordinance amending Article 35 of the Police Code by repealing existing Sections 3500 through 3512 and adding new Sections 3500 through 3503 to impose strict liability on gun manufacturers, importers and dealers for injuries and deaths caused by firearms and which occur within the City and County of San Francisco.

8/21/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 9/20/2000.

SPECIAL ORDER - 11:00 A.M.

6. 001576 **[Services for delinquent girls]**

Supervisors Katz, Bierman

Hearing to receive a report by the San Francisco Juvenile Probation Department on the state of City run and community programs targeted at delinquent girls including a report on the status of implementation of the Life Learning Residential Center for Girls, and any additional City or community run programs that are currently operational or being considered; the hearing will also look at the difficulties encountered by both community groups and by the City in creating and implementing effective programs to address the issue of teenage girls as the fastest growing population of criminal offenders.

8/28/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

001945 **[Woodburning Fireplaces]**

Supervisor Becerril

Ordinance amending Part II, Chapter I, of the San Francisco Municipal Code (Building Code), by amending Chapter 31 thereof by adding Section 3102.8 to ban the installation of woodburning fireplaces and similar devices in new and remodeled buildings and by prohibiting the use of certain fuels in a woodburning appliance; adopting findings.

10/30/00, ASSIGNED UNDER 30 DAY RULE to Housing and Social Policy Committee, expires on 11/29/2000. 11/3/00 - Transmitted to Building Inspection Commission for public hearing and recommendation.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requests are made by 4:00 p.m. of the Friday before the Board meeting:

For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5784 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

[Budget Analyst Report]
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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

November 16, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: November 21, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 00-1896

Department:	Police Department (SFPD)
Item:	Resolution authorizing the Chief of Police to retroactively accept and expend a grant in the amount of $20,000 from the California Department of Alcoholic Beverage Control for a project entitled the Decoy Shoulder Tap Program.
Grant Amount:	$20,000
Source of Funds:	State Department of Alcoholic Beverage Control
Grant Period:	August 1, 2000 through May 31, 2001 (ten months)
Required Match:	None
Indirect Costs:	None
Description:	The Decoy Shoulder Tap Program is an enforcement program, which is being utilized by the City's Police Department (SFPD) and the California Department of Alcoholic Beverage Control. The SFPD uses underage

decoys, under the direct supervision of the SFPD, to solicit a stranger to purchase an alcoholic beverage in front of a licensed store. Persons observed furnishing alcoholic beverages to an underage minor would be arrested (either cited or booked) for furnishing alcoholic beverages to minors.

Budget:

The following budget, provided by the SFPD, for the proposed grant is as follows:

Personnel Overtime	
(Approximately 352 hours @ $54 per Police Inspectors and/or Patrol Personnel)	$19,010
Personnel Straight Time	
(Decoy Pay 165 hours @ $6.00 per hour)	990
TOTAL	$20,000

Comments:

1. As noted above, $19,010 of the subject grant funds would be used to fund Police Inspectors and/or Patrol Personnel overtime for the Decoy Shoulder Tap Program. Inspector Dave Falzon of the SFPD states that the SFPD needs to provide Police Inspectors and/or Patrol Personnel services for the Decoy Shoulder Tap Program on an overtime basis because the underage decoys used in the Decoy Shoulder Tap Program are in school during the non-overtime work hours for the Police Inspectors and/or Patrol Personnel. Inspector Falzon states that the Decoy Shoulder Tap Program operations, which would be conducted at night, will include two Police Inspectors, two Patrol Personnel, and one minor posing as a decoy. According to Inspector Falzon, the Department would hire persons under 20 years old and instruct them to solicit a stranger to purchase an alcoholic beverage outside a business being investigated. The program would target locales where problems have been reported. Persons observed furnishing alcoholic beverages to an underage minor would be arrested (either cited or booked) for furnishing alcoholic beverages to minors.

2. Although the grant period began on August 1, 2000, to date, none of the subject grant has been accepted or expended. According to Inspector Falzon, the SFPD expects to be reimbursed by the State subsequent to the

costs being incurred by the SFPD. Inspector Falzon advises that no City funds will be used to finance the Decoy Shoulder Tap Program.

3. The proposed resolution states that the Chief of Police is authorized to execute on behalf of the Board of Supervisors the Grant Award Agreement including any extensions and amendments thereof, without obtaining prior approval from the Board of Supervisors of such extensions and amendments. Therefore, the Budget Analyst considers approval of the subject resolution to be a policy matter for the Board of Supervisors. According to Inspector Falzon, the Department does not expect the subject grant funds for the Decoy Shoulder Tap Program to be renewed after the subject grant period ends on May 31, 2001. If the subject grant funds are not renewed and the Department chooses to continue the Decoy Shoulder Tap Program, the Department will fund the Decoy Shoulder Tap Program using funds from another State Department of Alcoholic Beverage Control grant (see Comment No. 5 below).

4. The proposed resolution includes the following clause: "That it is agreed that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grantee and authorizing agency." Ms. Lori Giorgi of the City Attorney's Office states that since the grant funds may result in increased criminal justice activities by the City, there may be some additional risk of liability for the City as a result of participating in this program. Inspector Falzon advises that persons arrested (either cited or booked) for furnishing alcoholic beverages to minors would have their cases discharged by the District Attorney's Office to the California Community Dispute Services (CCDS), a nonprofit agency. The CCDS acts as an outside arbitrator to oversee a court alternative program.

5. The subject grant in the amount of $20,000 is in addition to a $100,000 grant from the State Department of Alcoholic Beverage Control that was awarded to the SFPD in August of 2000. Under the $100,000 grant, the SFPD hires persons under 20 years old and instructs

them to attempt to purchase alcohol directly from a business being investigated. If the sales clerk or business owner sells alcohol to the minor, the sales clerk or business owner would be cited for a misdemeanor offense. In addition, the State Department of Alcoholic Beverage Control would pursue the matter administratively after being notified by the SFPD that a business licensed to sell alcohol has violated the law. According to Inspector Falzon, the proposed new program, the Decoy Shoulder Tap Program, is important because it targets an additional avenue by which minors purchase alcohol.

6. The Attachment, provided by the SFPD, is the Grant Application Information Form, which includes the Disability Access Checklist.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors because this resolution would authorize the Chief of Police to extend or amend the subject grant award, without obtaining approval of the Board of Supervisors, as discussed in Comment No. 3, and the subject grant may result in some additional risk of liability for the City, as discussed in Comment No. 4.

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Department of Alcoholic Beverage Control – Shoulder Tap Grant

2. Department: San Francisco Police Department

3. Contact Person: Insp. Dave Falzon Telephone: (415) 970-3057

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $ 20,000

6a. Matching Funds Required: $ 0.00
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: Department of Alcoholic Beverage Control
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary: Proposed (New/Continuing) Grant Proposal Summary:
The Decoy Shoulder Tap Program is an enforcement program, which is being utilized by the SFPD and the California Department of Alcoholic Beverage Control. The SFPD uses underage decoys, under our direct supervision to solicit a stranger in front of a licenced store. The decoy will ask the stranger to purchase an alcoholic beverage. Persons observed furnishing alcoholic beverages to an underage minor are arrested (either cited or booked) for furnishing alcoholic beverages to minor, 22658(a) of the Business and Professions Code.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: August 1, 2000 End-Date: May 31, 2001

10. Number of new positions created and funded: None

11. If new positions are created, explain the disposition of employees once the grant ends? NA

12a. Amount budgeted for contractual services: NA

b. Will contractual services be put out to bid?

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[X] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[X] Existing Structure(s)	[X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: #1006
(Name)

Date Reviewed: 10-11-00

Department Approval: Fred H. Lau (Name) Chief of Police (Title)
(Signature)

Item 2 – File 00-1975

Department: Mayor's Criminal Justice Council (MCJC)

Item: Resolution authorizing the Mayor of the City and County of San Francisco to retroactively accept and expend a grant in the amount of $2,259,329 from the United States Department of Justice to administer the Local Law Enforcement Block Grant Program, and waiving indirect costs.

Grant Amount: $2,259,329

Grant Period: December 15, 2000 to December 14, 2002 (2 years)(see Comment No. 2)

Source of Funds: United States Department of Justice Local Law Enforcement Block Grant (LLEBG) Program

Project Description: The LLEBG Program provides local governments with funds to underwrite projects to reduce crime and improve public safety. The Block Grant application identifies seven Federal "purpose areas" for which local governments can use LLEBG Program funds. According to Mr. Bruce Der-McLeod of the MCJC, the MCJC applied for the grant funds on September 6, 2000 and was awarded and accepted $2,259,329 on September 29, 2000. Mr. Der-McLeod states that the MCJC will use the grant funds for the following four Federal purpose areas:

- Law Enforcement Support ($401,184): The subject grant funds for this purpose area would fund (a) $290,000 in overtime for Police Officers in the "School Resource Officer Program" which seeks to positively impact the relationship between middle school students and the Police Department; (b) $74,081 to partially fund purchase of a Police Command Van; and (c) $37,103 for the purchase of equipment for the Court Management System Replacement Project which seeks to provide critical information retrieval, analysis, and sharing capabilities for all criminal justice and public safety departments (See Comment 4).

- Community Crime Prevention ($982,256): The subject grant funds for this purpose area establishes crime prevention programs involving cooperation between community residents and law enforcement personnel. This purpose area includes the following services: (1) the Neighborhood Crime Prevention Program; (2) the Juvenile Justice Reform Initiative Program; (3) the Own Recognizance Project; (4) the Mentor Court Program; (5) the Safe Haven Program; (6) program and personnel funds for Project Impact; (7) a Court Alternative Specialist for the Public Defender's Clean Slate Program, (8) continued support of one social worker and one health worker for the Juvenile Justice Child Crisis Team; and (9) the Director of Program Development for the MCJC. Budget details are shown in Attachment I.

- Supporting Drug Courts ($775,903): The subject grant funds for this purpose area would seek to reach non-violent offenders with substance abuse problems and offer them treatment, aftercare, supervision, as well as possible prosecution, confinement, or incarceration due to non-compliance or failure to make progress in treatment. Budget details are shown in Attachment I.

- Enhancing Adjudication of Violent Offenders ($99,986): The subject grant funds for this purpose area would fund Senior District Attorney support for more intensive follow-up and prosecution of violent youth offenders.

Budget: Attachment I, provided by the MCJC, contains the budget details for the four above-noted areas to be funded by the LLEBG Program.

Required Match: $251,037 (see Comment No. 3).

Indirect Costs: Mr. Der-McLeod states that the grantor does not permit the inclusion of indirect costs in the subject grant award.

Comments: 1. Mr. Der-McLeod reports that, while MCJC has already officially accepted the subject grant, and therefore the proposed resolution provides for retroactive acceptance of these grant funds,the grantor will not transmit any funds

until the Department fulfills certain conditions. Specifically, the grantor requires that all grant recipients certify that a public hearing has been conducted regarding granted funds, and that the award recipient has approved the grant budget, before the awarded and accepted grant funds will be transmitted to the Department.

2. According to Mr. Der-McLeod, although the official Grant Project Schedule is July 1, 2001 to September 30, 2002, the actual grant period, as determined by the terms of the subject Department of Justice grant, would begin on the date the MCJC's initially receives the grant funds, and would run 24 months from that date. Mr. Der-McLeod states that MCJC is expected to receive the grant funds on approximately December 15, 2000.

3. As noted above, the subject grant requires a local match of $251,037. Mr. Der-McLeod states that the Mayor's Neighborhood Crime Prevention Program, which falls within the Community Crime Prevention Federal purpose area, is anticipated to be funded by the MCJC in FY 2001-2002 for $1,050,000. $840,000 of this funding would be allocated from the General Fund and $210,000, as identified in Attachment I, would be allocated from the subject grant funds. Of the proposed $840,000 General Fund contribution to the Mayor's Neighborhood Crime Prevention Program in FY 2001-2002, $251,037 would represent the required local match funding, according to Mr. Der-McLeod.

4. As shown in Attachment I, $290,000 is allocated in the Law Enforcement Support purpose area for School Resource Officer (SRO) overtime. The SRO Program is designed to improve relations between youth and the Police Department by placing Police Officers in schools to mentor and advise students and administrators. According to Mr. Der-McLeod, the Police Officers assigned to the SRO Program would be paid on an overtime basis because if they were assigned on regular time, that would reduce the number of Police Officers available on the streets for neighborhood public protection. A breakdown for this $290,000 request for overtime is as follows:

Personnel	Amount
30 Police Officers @ overtime rate of $50.28/hour x 182 hours per Officer	$274,529
1 Police Sergeant @ overtime rate of $58.75/hour x 181 hours	10,634
1 Police Lieutenant @ overtime rate of $66.65/hour x 72 hours	4,799
Adjustment for rate variances	38
Total overtime	$290,000

5. Mr. Der-McLeod advises that the subject grant would provide continued funding in the amount of $857,607 (including mandatory fringe benefits) for 10.925 FTE existing positions (see Attachment I) in the following departments: the Mayor's Office of Criminal Justice, the Public Defender, the Courts, the Adult Probation Department, the District Attorney, the Sheriff's Department, and the Department of Public Health. In addition, the subject grant would fund a .5 FTE new grant-funded position, a Deputy Court Clerk-I in the Adult Drug Court at a salary cost of $23,442 (including mandatory fringe benefits). Mr. Der-McLeod states that all of these grant-funded positions would be terminated when the subject grant funding ceases. As such, the proposed resolution should be amended to require that each of the above referenced 10.925 FTE continuing (11.425 existing positions less a .5 new position) and the .5 FTE new positions be coded "G", for grant-funded position.

6. Mr. Der-McLeod states that $957,096 would be expended on seven contracts, each to be awarded through a Request for Proposals/Qualifications process. Attachment II, prepared by the MCJC, identifies the amount, explains the purpose of, and the services to be provided by, each of these seven proposed contracts.

7. Attachment III is a Grant Application Information Form and Disability Access Checklist prepared by the MCJC.

Recommendations:

1. Amend the proposed resolution to require that all new and continuing positions funded by the subject proposed grant be coded "G", to designate that they are grant-funded positions.

2. Approve the proposed resolution, as amended.

Attachment I

Prepared11/2/00

LLEBG #5 Budget Detail
by Federal Program Priority Area
Prepared 11/01/2000

	Oct. 1, 2001 - Sept. 30, 2002 (some contracts will be 7/1/2001-6/30/2002)	
Law Enforcement Support:		
School Resource Officer Program (Police Overtime)	290,000	
Police Command Van (Partial funding)	74,081	
JUSTIS System Equipment	37,103	
Law Enforcement Support Subtotal:	401,184	
Community Crime Prevention:		
Mayor's Neigborhood Crime Prevention Program Grant Contracts	210,000	
Juvenile Justice Reform Initiative Grant Contracts	100,000	
Own Recognizance Project Contract	60,000	*
Pre-trial Diversion Mentor Court Contract	60,000	
Safe Haven Grant Contract	50,000	
Project Impact Grant Contracts	200,000	
Project Impact Coordinator (.4 FTE)	35,868	
Clean Slate Court Alternative Specialist (1 FTE)	66,892	**
Juvenile Justice Child Crisis Team (2 FTE)	108,150	
MCJC Director of Program Development (1 FTE)	91,346	
Community Crime Prevention Subtotal:	982,256	
Supporting Drug Courts:		
Adult Drug Court Coordinator (1 FTE)	81,113	
*** Clerk for Adult Drug Court (.5 FTE)	23,442	
Senior Adult Probation Officer (1 FTE)	67,423	
Adult Probation Clerk for Drug Court Officers (.5 FTE)	23,442	**
Investigator (.725 FTE)	62,128	
Public Defender Trial Attorney (1 FTE)	96,230	
Deputy Sheriffs (1.5 FTE)	125,029	
Police enforcement services (Police Overtime)	20,000	
Treatment Service Contracts	277,096	*
Drug Court Subtotal:	775,903	
Enhancing Adjudication of Violent Offenders:		
Senior District Attorney (.80 FTE)	99,986	**
Enhancing Adjudication Subtotal:	99,986	
Total Budgeted Uses:	2,259,329	

*Contractual services total $957,096.
**Supported positions total 11.425 FTE, and $881,049.
***This would be a .5 new position. Existing positions total 10.925 FTE and $857,607.

Mayor's Criminal Justice Council

Willie Lewis Brown, Jr.
Mayor

Kimiko Burton-Cruz
Director

Local Law Enforcement Block Grant

Contract	Amount	Purpose	Services
Mayor's Neighborhood Crime Prevention Program	210,000	Develop neighborhood crime prevention activities	Community organizing, citizen training, community coalitions, community problem solving with police
Project Impact Community Alliance Grant contracts	200,000	Provide mental health services to youthful offenders	Case management of youth and families in targeted neighborhoods
Juvenile Justice Reform Initiative	100,000	Provide alternative community based services to reduce further involvement of youth in juvenile justice system	Coordination with Probation, police, schools, and community based agencies to provide array of safe, and supervised services
Safe Haven	50,000	At-risk children and youth attend neighborhood center to prevent delinquent behavior	Educational enrichment, prosocial development, recreational, and cultural awareness
Own Recognizance	60,000	Assess viability of adult offenders to be released on own recognizance	Interview, case review, and report preparation
Pre-Trail Diversion	60,000	Support educational development of participants in the Mentor Court	Educational assistance, case management services
Treatment Services	277,096	Provide substance abuse treatment services to Drug Court participants	Group and individual therapy and case management, referrals to other treatment facilities

1 Dr. Carlton B. Goodlett Place, Suite 496 San Francisco, California 94102 (415) 554-6560
FAX (415) 554-6005

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Local Law Enforcement Block Grant

2. Department: Mayor's Criminal Justice Council

3. Contact Person: Keith Choy Telephone: (415) 554-6558

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $2,259,329

6a. Matching Funds Required: $251,037
b. Source(s) of matching funds (if applicable): Mayor's Criminal Justice Council

7a. Grant Source Agency: U.S. Department of Justice, Bureau of Justice Assistance
b. Grant Pass-Through Agency (if applicable): N/A

8. Proposed Grant Project Summary:

The Local Law Enforcement Block Grant Program is a Federal initiative that provides local governments with funds to underwrite projects to improve public safety and reduce crime in the local community. The LLEBG Program's Work and Budget Period is 7/01/2001-9/30/2002. San Francisco's application identified four of the seven Federal purpose areas to expend block grant funds:

- Purchasing equipment and paying overtime for law enforcement officers to increase hours for law enforcement services.
- Expanding and supporting Drug Courts.
- Establishing and supporting community based crime prevention programs.
- Enhancing the adjudication of violent offenders.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: 7/01/2001 End-Date: 9/30/2002
Note: Allowable expenditure period will run 24 months from date of approved electronic drawdown of funds from BJA.

10. Number of new positions created and funded: {1} Clerk, Adult Drug Court (Superior Court), .5 FTE grant-funded

11. If new positions are created, explain the disposition of employees once the grant ends?
Terminated at end of grant, unless a successor grant is received.

12a. Amount budgeted for contractual services: $ 957,096

b. Will contractual services be put out to bid? Yes

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? Yes

d. Is this likely to be a one-time or ongoing request for contracting out? Depends on project(s) status.

13a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? N/A
b2. How was the amount calculated? N/A

c. If no, why are indirect costs not included?
[X] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:
The resolution must be approved by Board before formal Request for Drawdown of funds can be submitted to Bureau of Justice Assistance (BJA). If the Request for Drawdown is not submitted before December 29, 2000 the funds will be deobligated by BJA.

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[ ] Existing Structure(s)	[X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: _____ (Name)

Date Reviewed: 11.2.00

Department Approval: Kimiko Burton-Cruz Director, MCJC

(Name) (Title)

(Signature)

Item 3 - File 00-2016

Department:	Sheriff's Department
Item:	Resolution authorizing the Sheriff's Department to accept and expend a grant in the amount of $1,259,470 from the U.S. Department of Education for providing a Life Skills Program (LSP) for male prisoners in the County Jail #8.
Source of Funds:	U.S. Department of Education (DOE)
Grant Amount:	$1,259,470
Grant Period:	October 1, 2000 through September 30, 2003 (three years) (see Comment 1)
Required Match:	None (see Comment 2)
Indirect Costs:	$70,842 (5.96% of the direct grant costs of $1,188, 628)

Description:

Approval of the proposed resolution would authorize the Sheriff's Department to accept and expend $1,259,470 from the U.S. Department of Education to provide a Life Skills Program to adult offenders in the County jail charged with or having histories of random and domestic violence. According to Ms. Sunny Schwartz from the Sheriff's Department, Life Skills Program services were developed by the Sheriff's Department Program Administrators and Coordinators and would include case management, job training, placement and follow-up for six months after release. The goals of the proposed Life Skills Program are a reduction in recidivism, a reduction in violence and the development of pro-social behavior.

The targeted population of the Life Skills Program (LSP) are the male participants in the Sheriff Department's Resolve to Stop the Violence Project (RSVP) who are currently incarcerated at the San Francisco County Jail #8 located at 425 Seventh Street. According to Ms. Schwartz, RSVP was approved by the Board of Supervisors in September of 1997 and is a violence prevention program, which brings together victims, offenders and their communities. The LSP is intended to enhance the RSVP programming and would also add post-release services for the offender.

The services that would be delivered under RSVP's LSP are designed to prepare the participants for successful reentry into the community and workforce. The LSP offers seven in-jail components, which prepare participants for one of two post-release tracks. The eight in-jail components include (a) academics: Sheriff's Department currently offers English as a Second Language classes and GED (General Educational Development) preparation courses; (b) Manalive: courses designed to enable men to learn beliefs and behaviors that support nonviolence and cooperation; (c) victim impact: weekly sessions in which victims of violence confront offenders to recount the impact that the violence has had on their lives so the offenders can become empathetic and see the need to change their violent behavior; (d) substance abuse programming: meetings twice a week to focus on education, counseling and relapse prevention; (e) theater: activities focus on affective or emotional awareness, concepts of maleness, victim empathy and responsibility and serve the inmate in mediating his own transition back into the community; (f) job preparedness: job readiness classes serve to increase the employability of offenders by teaching realistic goal setting, resume writing and mock interviews; (g) computer literacy and electronic Life Skills Curricula: instructions in budgeting, banking, checking accounts, trip planning, comparative shopping, voting rights, elements of productive citizenship, conflict resolution and building self-esteem; and, (h) case management: case managers will assess each participant and work one-on-one to devise a treatment plan designed to overcome reentry obstacles. Case managers will support participants in following through with their treatment plans upon release.

The two-track post-release service is designed to help offenders achieve gainful employment. Track one is the Post-Release Education Program (PREP), which would provide additional courses so that participants could continue or begin to take GED courses, English as a Second Language courses, job readiness courses, continue violence intervention and substance abuse relapse prevention groups, continue attending Manalive support groups and have the opportunity to participate in Community Theater productions about overcoming violence. PREP students participating in the RSVP's LSP would attend relevant courses as determined by

their reentry plans. The courses would be offered at 930 Bryant Street. Track two of the Post-Release Services under LSP would be offered by Goodwill Industries, a nonprofit organization, but paid for with the subject grant. Goodwill is located at 1500 Mission Street and would provide LSP participants with transitional employment to develop appropriate work behaviors and/or marketable skills. Goodwill would also provide participants with job placement assistance and hire a Retention Specialist to manage and support program participants once placed in a job.

According to Ms. Schwartz, the Sheriff's Department currently contracts with nonprofit organizations to provide the job readiness courses, the academic courses, the violence management courses and the victim impact sessions (see Comment 3). Ms. Schwartz advises that Sheriff's Department will continue to work with its RSVP contractors, which were selected on a sole source basis due to their areas of expertise, to provide the RSVP programming and the additional LSP programming. Ms. Schwartz advises that for FY 1999-2000, there were approximately 300 offenders participating in the RSVP and approximately 200 victims and their family members who participate in the RSVP.

Implementation of the proposed LSP program to enhance RSVP programming would require Sheriff's Department to hire two new grant-funded positions, which would terminate if the grant is not renewed. The Life Skills Program Coordinator would oversee the development and coordination of the LSP component of RSVP. The Senior Case Manager would recruit men into the proposed program, assign participants to case managers and manage his or her own caseload as well as facilitate case conferences. According to Ms. Schwartz, the subject grant would pay for the annual salaries and fringe benefits of the two positions (see Comment 4) which would be classified as Class 8420-Rehabilitiation Services Coordinator. Ms. Schwartz advises that the Sheriff's Department would recruit for these two positions after the subject grant is approved by the Board of Supervisors.

The subject grant would also pay for an additional component of the program evaluation currently being conducted by Dr. James Gilligan of the Harvard School of Medicine. According to Ms. Schwartz, Dr. Gilligan was

selected on a sole source basis because he is a nationally recognized expert on violent offenders and has been involved with RSVP since the program's inception. Ms. Schwartz advises that the additional component of the program evaluation would include studying the affect of job training and job placement on recidivism and behavior changes. According to Ms. Schwartz, Dr. Gilligan will complete his evaluation including the additional component within the established three-year contract between Sheriff's Department and Dr. Gilligan.

Budget: Attachment I, provided by the Sheriff's Department, contains LSP budget information for both the subject DOE grant monies in the amount of $1,259,470 and the matching fund monies in the amount of $730,611 for a total budget of $1,990,081.

Comments:

1. According to Ms. Schwartz, although the subject grant period began on October 1, 2000, Sheriff's Department has not yet accepted the subject grant and has not begun work on the LSP. Ms. Schwartz further states that the Sheriff's Department would be able to implement and operate the LSP by the end of the grant period.

2. According to Ms. Leslie Levitas from the Sheriff's Department, the although the subject grant does not require matching funds, the Sheriff's Department had proposed including matching funds of $730,611 because the Sheriff's Department is currently operating the RSVP, which the proposed LSP would enhance. Ms. Schwartz advises that these matching funds would come from various sources including approximately $60,000 from the Inmate Welfare Fund, approximately $320,000 from the Sheriff's Department's FY General Fund operating budget over the next three years, approximately $100,000 from the Milpitas Adult Education School District, approximately $55,000 from the California Arts Council grant and approximately $200,000 from The Open Society, a division of the Soros Foundation, a nonprofit organization. According to Ms. Levitas, the Grant Application Information Form incorrectly states that the matching funds are required and that the matching funds are $1,022,868.

3. According to Ms. Schwartz, the Sheriff's Department currently contracts with the following eight nonprofit

organizations to provide RSVP services: (a) Manalive, (b) Milestone Human Services, (c) Woman, Inc., (d) Sage, (e) Milpitas Adult Education School District, (f) Goodwill, (g) American Sports Institute; and, (h) Community Works. Ms. Schwartz advises that these contracts have been awarded to the nonprofits on a sole source basis due to their areas of expertise each fiscal year and that the Sheriff's Department would continue to work with these providers to implement the LSP. Ms. Schwartz further advises that the implementation of LSP would require the Sheriff's Department to modify its contract with Community Works and Milestone Human Services to provide additional services such as additional case management services and additional victim impact services.

4. According to Ms. Schwartz, the implementation of the LSP would require the Sheriff's Department to hire two Class 8420 Rehabilitation Services Coordinators as (1) a Life Skills Program Coordinator and (2) a Senior Case Manager. Ms. Schwartz advises that these two positions would terminate if the subject grant is not renewed. Therefore, the Budget Analyst recommends that the proposed resolution be amended to designate these two positions, created under the proposed grant, as "G" or grant-funded positions.

5. Ms. Schwartz advises that if the subject grant is approved, the Sheriff's Department would also contract with approximately three independent contractors to provide case management support, victim impact coordination and administrative assistance for the LSP at a total cost of $194,880 for the three-year subject grant period. These three contracts are included in the contractual services budget total of $1,030,170, which includes $703,170 of the subject U.S. DOE Federal grant funds and $327,000 of the matching funds to be expended for contractual services.

6 Attachment II is a Grant Application Information Form prepared by the Sheriff's Department, which includes the Disability Access Checklist.

Recommendations:

1. Amend the proposed resolution to urge the Controller to designate the Life Skills Program Coordinator and the Senior Case Manager created under the proposed grant as "G", or grant-funded positions, which would terminate if the grant is not renewed, in accordance with Comment 4 above.

2. Approve the proposed resolution, as amended.

Name of Institution/Organization
SAN FRANCISCO SHERIFF'S DEPARTMENT

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

SECTION B - BUDGET SUMMARY
NON-FEDERAL FUNDS

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel	134,537	134,537	134,537			403,611
2. Fringe Benefits	0	0	0			
3. Travel	0	0	0			
4. Equipment	0	0	0			
5. Supplies	0	0	0			
6. Contractual	127,000	100,000	100,000			327,000
7. Construction	0	0	0			
8. Other	0	0	0			
9. Total Direct Costs (lines 1-8)	261,537	234,537	234,537			730,611
10. Indirect Costs	0	0	0			
11. Training Stipends	0	0	0			
12. Total Costs (lines 9-11)	261,537	234,537	234,537			730,611

SECTION C - OTHER BUDGET INFORMATION (see instructions)

ED Form No. 524

U.S. DEPARTMENT OF EDUCATION

BUDGET INFORMATION

NON-CONSTRUCTION PROGRAMS

OMB Control Number: 1890-0001

Expiration Date: 02/28/2003

Name of Institution/Organization

SAN FRANCISCO SHERIFF'S DEPARTMENT

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

SECTION A - BUDGET SUMMARY
U.S. DEPARTMENT OF EDUCATION FUNDS

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel	107,300	112,666	116,610			336,576
2. Fringe Benefits	28,320	29,736	30,776			88,832
3. Travel	0	0	0			0
4. Equipment	0	0	0			0
5. Supplies	1,750	1,750	1,750			5,250
6. Contractual	234,290	234,440	234,440			703,170
7. Construction	0	0	0			0
8. Other	19,600	20,100	15,100			54,800
9. Total Direct Costs (lines 1-8)	391,260	398,692	398,676			1,188,628
10. Indirect Costs	23,319	23,762	23,761			70,842
11. Training Stipends	0	0	0			0
12. Total Costs (lines 9-11)	414,579	422,454	422,437			1,259,470

ED Form No. 524

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Life Skills for Prisoners Program

2. Department: Sheriff

3. Contact Person: Sunny Schwartz Telephone: (415) 575-4465

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $ 1,259,470 (for 3 years)

6a. Matching Funds Required: $ 1,022,868
b. Source(s) of matching funds (if applicable): The matching non-federal funds in the Department budget are the Inmate Welfare Fund and General Fund. Other matching funds will be provided through Milpitas School District (which provides education services to prisoners in the jails) and a private foundation grant to one of the contractors.

7a. Grant Source Agency: U.S. Department of Education
b. Grant Pass-Through Agency (if applicable): N/A

8. Proposed Grant Project Summary:

This grant will provide life skills program to offenders in the county jail. Services include case management, job training, placement and follow up for six months after release.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: 10/1/00 End-Date: 9/30/03

10. Number of new positions created and funded: 2

11. If new positions are created, explain the disposition of employees once the grant ends?
City employees will be laid off if no other funds are obtained.

12a. Amount budgeted for contractual services: $ 703,170

b. Will contractual services be put out to bid? No. The following contractors have already been identified: American Sports Institute, Goodwill Industries, Community Works.

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? Every effort will be made to recruit women and minorities.

d. Is this likely to be a one-time or ongoing request for contracting out? One-time

13a. Does the budget include indirect costs? [X] Yes [ ] No

b1. If yes, how much? $ 70,842
b2. How was the amount calculated? Based on COWCAP

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

14. Any other significant grant requirements or comments:

Disability Access Checklist*

15. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)	[X] Existing Structure(s)	[ ] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)	[ ] Rehabilitated Structure(s)	[ ] New Program(s) or Service(s)
[ ] New Site(s)	[ ] New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Jacqueline Pun
(Name)

Date Reviewed: 11/7/00

Department Approval: Michael Hennessey, Sheriff
(Name) (Title)

Michael Hennessey
(Signature)

Item 4 – File 00-1676

Department: Office of the Treasurer and Tax Collector (Tax Collector's Office)

Item: Ordinance amending Article 7 of Part III of the San Francisco Municipal Code (Transient Occupancy Tax) by amending Section 506 to provide that (a) for hotels which rent multiple-occupancy guest rooms, the Transient Occupancy Tax exemption shall be based on the rent charged per person, stating that this amendment is intended to be a clarification of existing law, and (b) retroactively repealing the sunset clause applicable to the Transient Occupancy Tax exemption.

Description: Since April 2, 1998, hotels which rent guest rooms for less than $30 per day, or for less than $100 per week, have been exempt from the Transient Occupancy Tax (also known as the Hotel Tax). This April 2, 1998 ordinance also established a July 1, 2000 sunset date for the expiration of these daily and weekly rates. Prior to April 2, 1998, the Transient Occupancy Tax exemption had applied only to hotels which rented guest rooms for less than $20 per day, or $85 per week. Given the July 1, 2000 sunset date, the Transient Occupancy Tax exemption should have reverted to those lower daily and weekly rates from July 1, 2000. The City's Transient Occupancy Tax is currently 14 percent of the rent for every occupancy of a guest room in a hotel.

Hotels which have multiple-occupancy guest rooms[1], where the hotel determines who will share the rooms, have interpreted the Transient Occupancy Tax exemption as applying to the rent paid by each occupant in a multiple-occupancy guest room. However, on March 16, 2000, the former Tax Collector wrote a letter to a hotel owner stating that for multiple-occupancy guest rooms, where the hotel determines who shares the rooms, the exemption should be based on the total aggregate rent charged collectively to all of the occupants of a multiple-

[1] According to Mr. Malcolm Carson of the City Attorney's Office, a "multiple-occupancy guest room" is a hotel guest room which is available for occupation by two or more guests where the hotel operator determines who will share the room (as opposed to a regular hotel room rented, for example, by a family of four).

occupancy guest room, rather than on the rent charged per person. According to Mr. George Putris of the Tax Collector's Office, while this letter was the Tax Collector's confirmation of a decision made by an auditor in the Tax Collector's Office in relation to one specific hotel, it has the effect of applying to all like hotels which rent multiple-occupancy guest rooms for less than $30 per day, or less than $100 per week, per person.

Since the position of the former Tax Collector differed from the position of the affected hotels, the hotels objected to the former Tax Collector's interpretation of Section 506 of the Municipal Code. Therefore, in response to the hotels' position, the proposed ordinance would amend Section 506 of the Municipal Code as follows:

- In the case of multiple-occupancy guest rooms which rent for less than $30 per day, or less than $100 per week, per person, where the hotel determines who shares the guest rooms, the proposed ordinance would declare that the original intent of the law was to base the Transient Occupancy Tax exemption on the rent charged per person, rather than on the aggregate rent charged collectively to all of the occupants of a multiple-occupancy guest room.
- The proposed ordinance would also retroactively repeal the July 1, 2000 sunset clause contained in the ordinance which was amended effective as of April 2, 1998 to increase the rent amounts which trigger the Transient Occupancy Tax exemption from $20 to $30 per day, or from $85 to $100 per week.

Comments:

1. Approval of the proposed ordinance would support the hotels' interpretation of Section 506 of the Municipal Code and would invalidate the former Tax Collector's letter. As a result, there would be no Transient Occupancy Tax revenues owed to the City by the subject hotels because such taxes were never intended to be collected in the first place, as outlined in Comments 2 through 4 below. If, however, the proposed ordinance is not approved, then previously uncollected Transient Occupancy Tax revenues might become collectable, with the caveats outlined in the analysis in Comments No. 5 through 9 below.

If the Proposed Ordinance is Approved by the Board of Supervisors

2. Mr. Putris states that if the proposed ordinance were approved by the Board of Supervisors, it would have the effect of declaring that the original intent of the law was to base the Transient Occupancy Tax exemption on the rent charged per person in a multiple-occupancy guest room, where the hotel determines who shares that guest room, rather than on the aggregate rent charged collectively to all of that guest rooms' occupants. By declaring that this was the original intent of the law, the proposed ordinance would render the former Tax Collector's letter invalid. Subject hotels would, therefore, be exempt from paying the Transient Occupancy Tax for guests in multiple-occupancy guest rooms when each guest individually pays less than $30 per night, or less than $100 per week.

3. Section 3 of the proposed ordinance would repeal the July 1, 2000 sunset clause included in the ordinance as amended in 1998 to increase the exemption limits for multiple-occupancy guest rooms from $20 to $30 per day, or from $85 to $100 per week. Rather than expiring on July 1, 2000, the proposed ordinance would allow the Transient Occupancy Tax exemption to continue indefinitely at the higher rental rates.

4. If the proposed ordinance is approved, Mr. Putris advises that the Tax Collector's Office would not be owed any additional Transient Occupancy taxes from City hotels.

If the Proposed Ordinance is Not Approved by the Board of Supervisors

5. According to Mr. Putris, if the Board of Supervisors does not approve the proposed ordinance, then the most recent interpretation of the Transient Occupancy Tax's applicability to multiple-occupancy guest rooms would be the former Tax Collector's letter of March 16, 2000. The former Tax Collector's letter imposes Transient Occupancy Tax obligations on hotels with multiple-occupancy guest rooms which have not been assessed or

collected to date by the Tax Collector's Office. However, Mr. Putris states that legally collectable Transient Occupancy Tax obligations have not yet been determined pending (a) the completion of Tax Collector's Office audits of the subject hotels, (b) hotel operators' due process rights to challenge any tax liability redeterminations, and (c) the subject ordinance.

6. Mr. Putris states that if the proposed ordinance is not approved, the Tax Collector's Office would seek a formal determination from the City Attorney's Office as to whether or not the Tax Collector's letter is a valid interpretation of Section 506 of the Municipal Code. Any subsequent action taken by the Tax Collector's Office would then be dependent on the results of this City Attorney's Office determination.

7. The Budget Analyst inquired about the size of additional Transient Occupancy Tax revenues due to the City if the former Tax Collector's letter was determined by the City Attorney's Office to be a correct interpretation of Section 506 of the Municipal Code. According to Ms. Cora Pangilinan of the Tax Collector's Office, there are currently an estimated 355 multiple-occupancy guest rooms in San Francisco, with an estimated average annual occupancy rate of 80 percent. As shown in the Attachment provided by Ms. Pangilinan, there is an estimated daily average occupancy of 1,189.2 guests in the 355 available multiple-occupancy guest rooms (see Column 4 of the attached table)[2]. This equates to an estimated 434,058 guests annually (a daily average of 1,189.2 guests times 365 days per year). If enforced, the approach outlined in the former Tax Collector's letter would assess the Transient Occupancy Tax based on the total rent collectively charged to all occupants of a multiple-occupancy guest room, thereby generating an additional prospective annual Transient Occupancy Tax revenue of an estimated $1,071,352 (see Column 8 of the attached table).

[2] Ms. Pangilinan states that the multiple-occupancy guest room figures contained in the Attachment are estimates based on data obtained through (a) questionnaires sent to hotel owners, (b) telephone interviews with hotel owners, and (c) research into Business Tax System data, telephone and accommodation directories, and the internet.

8. In addition, according to Mr. Putris, if it is determined that Transient Occupancy Tax obligations incurred in the past should be collected, then the following issues would need to be taken into account:

- Affected hotels' ability to pay back taxes, penalties, and interest.
- The four year limitation on assessment of unpaid back taxes.

As of the writing of this report, the Tax Collector's Office is unable to estimate the amount of one-time past Transient Occupancy Taxes owed to the City which could be collected, if the City Attorney's Office determined that the former Tax Collector's letter was a valid interpretation of the original legislative intent of Section 506 of the Municipal Code.

9. By not repealing the July 1, 2000 sunset clause included in the April 2, 1998 ordinance, the Transient Occupancy Tax exemption would apply only to the lower rental rates of $20 per day, or $85 per week, thereby further increasing the annual Transient Occupancy Tax revenue to be realized by the City on the basis of the aggregate rent charged per multiple-occupancy guest room. According to Mr. Pangilinan, the estimated annual amount of additional Transient Occupancy Tax revenue which would be realized by the City is $160,036.

Summary:

The former Tax Collector's letter interpreted Section 506 of the Municipal Code as exempting hotels with multiple-occupancy guest rooms from the Transient Occupancy Tax on the basis of the rent paid per room. Under the former Tax Collector's interpretation, the Transient Occupancy Tax exemption applies only when the aggregate rent paid by all the guests assigned by the hotel to a multiple-occupancy guest room amounts to less than $30 per day, or less than $100 per week. Therefore, the Transient Occupancy Tax exemption would depend on (a) the rate charged per person, times (b) the number of people assigned to that guest room on any given day. The applicable hotels are opposed to this interpretation because it increases their Transient Occupancy Tax liability.

By contrast, the proposed ordinance interprets Section 506 of the Municipal Code as exempting hotels with multiple-occupancy guest rooms from the Transient Occupancy Tax on the basis of the rent paid per person. Under the proposed ordinance's interpretation, the Transient Occupancy Tax exemption applies when the rent paid by each guest assigned by the hotel to a multiple-occupancy guest room is less than $30 per day, or less than $100 per week. The Transient Occupancy Tax exemption would therefore depend solely on the rate charged per person, and would not be affected by the number of guests occupying that guest room. The applicable hotels support this interpretation because it maintains their current Transient Occupancy Tax liability.

If the Board of Supervisors does not approve the proposed ordinance and the City Attorney's Office determines that the former Tax Collector's interpretation is correct, then the City could realize additional estimated Transient Occupancy Tax revenues of $1,071,352 per year. Furthermore, by not repealing the July 1, 2000 sunset clause, the City could realize another estimated $160,036 per year in Transient Occupancy Tax revenues. As of the writing of this report, the Tax Collector's Office is unable to estimate the amount of one-time past Transient Occupancy Taxes owed to the City which could be collectable.

However, if the Board of Supervisors approves the proposed ordinance, it would be clarifying that the intent of Section 506 of the Municipal Code is to determine the Transient Occupancy Tax exemption on the basis of the rent paid per person, rather than per room. The Board of Supervisors would therefore be confirming that the subject hotels never owed the City any additional Transient Occupancy Taxes based on per room rates.

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
Clerk of the Board
Controller
Stephen Kawa

ANALYSIS OF SF HOSTELERS
TREASURER/TAX COLLECTOR

	1	2	3	4	5	6	7	8
	ESTIMATED NO. OF MULTIPLE GUEST RM	% OF OCCUPANCY	NO. OF BED EACH ROOM	Estimated Number of Bed/Guest	AVERAGE RATE PER BED	ESTIMATED ANNUAL NO. OF DAYS	EST. ANNUAL TRANSIENT MULTIPLE OCCUPANCY REVENUE	ANNUAL HOTEL TAX REVENUE @ 0.14
	A	*B*	*A*	*1x2x3*	*A8*		*4x5x6*	
HOTEL 1	23	1	6	138	17	365	856290	119880.60
HOTEL 2	87	1	3	261	17	365	1619505	226730.70
HOTEL 3	18	0.64	5	57.6	20	365	420480	58867.20
HOTEL 4	21	0.92	5	96.6	18	365	634662	88852.68
HOTEL 5	16	1	2	32	15	365	175200	24528.00
HOTEL 6	40	0.85	4	136	21	365	1042440	145941.60
HOTEL 7			16	0	19	365		
HOTEL 8	20	1	5	100	15	365	547500	76650.00
HOTEL 9	10	1	8	80	19.5	365	569400	79716.00
HOTEL 10	120	0.6	4	288	17	365	1787040	250185.60
TOTAL	356		58	1189.2			7652517.00	1071352.38

SOURCES OF INFORMATION:

A). QUESTIONNAIRE SEND TO TAXPAYER/TELEPHONE INTERVIEW OF TAXPAYER

B). BTS SYSTEM DATA (3RD QTR/1999)

C). TELEPHONE DIRECTORY/BED & BREAKFAST BOOK/INTERNET/BTS RESEARCH

* Owner in Europe, will be back 11/02/00. Will respond upon return.

The above list might be incomplete. Further verification through audit might expand the list.

Attachment

City and County of San Francisco

Meeting Agenda

Housing and Social Policy Committee

Members: Supervisors Mabel Teng, Sue Bierman and Alicia Becerril

Clerk: Gail Johnson

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tuesday, December 05, 2000 **10:00 AM** **City Hall, Room 263**

Regular Meeting

Note: Each item on the Consent or Regular agenda may include the following documents:
1) Legislation
2) Budget Analyst report
3) Legislative Analyst report
4) Department or Agency cover letter and/or report
5) Public correspondence
These items will be available for review at City Hall, Room 244, Reception Desk.

DOCUMENTS DEPT.

DEC 0 4 2000

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PUBLIC LIBRARY

AGENDA CHANGES

REGULAR AGENDA

1. 001585 **[Police Department law enforcement training]**

Resolution authorizing the Chief of Police to execute an agreement with the State of California to obtain funding in the amount of Five Hundred Thousand Dollars ($500,000) for driving and use of force training simulators. (Police Department)

11/22/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

2. 001974 **[Internet monitoring, Sunnydale Housing Center Childcare Center]**

Supervisors Katz, Brown

Resolution urging the Housing Authority and the Department of Telecommunications and Information Services to develop a strategy to obtain technology - including, but not limited to, cameras, computers, wiring, and high-speed Internet connections - to enable the childcare center at the Sunnydale Housing Center to offer Internet monitoring to parents of children at the center.

11/6/00, RECEIVED AND ASSIGNED to Housing and Social Policy Committee.

ADJOURNMENT

IMPORTANT INFORMATION

NOTE: Persons unable to attend the meeting may submit to the City, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Board of Supervisors. Any written comments should be sent to: Committee Clerk of the Housing and Social Policy Committee, San Francisco Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to the committee clerk by that time may be taken directly to the hearing at the location above.

LEGISLATION UNDER THE 30-DAY RULE

(Not to be considered at this meeting)

Rule 5.42 provides that when an ordinance or resolution is introduced which would CREATE OR REVISE MAJOR CITY POLICY, the committee to which the legislation is assigned shall not consider the legislation until at least thirty days after the date of introduction. The provisions of this rule shall not apply to the routine operations of the departments of the City or when a legal time limit controls the hearing timing. In general, the rule shall not apply to hearings to consider subject matter when no legislation has been presented, nor shall the rule apply to resolutions which simply URGE action to be taken.

There are no items now pending under the 30 day rule.

Meeting Procedures

The Board of Supervisors is the Legislative Body of the City and County of San Francisco. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. The full Board does not hold a second public hearing on measures which have been heard in committee.

Board procedures do not permit persons in the audience at a Committee meeting to vocally express support or opposition to statements by Supervisors or by other persons testifying. Thus applause and booing are both contrary to Board requirements. The Board does not permit signs to be brought into the meeting or displayed in the room.

Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of a Committee or to its members, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Agenda are available on the internet at www.ci.sf.ca.us/bdsupvrs.bos.htm.

THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT CITY HALL, ROOM 244, RECEPTION DESK.

Board meetings are televised on channel 26. For video tape copies and scheduling call (415) 557-4293.

Requests for foreign language translation at a meeting must be received by the Clerk of the Board of Supervisors at least 48 hours before the meeting. For meetings on a Monday or a Tuesday, the request must be made by noon of the last business day of the preceding week.

Disability Access

Both the Committee Room (Room 263) and the Legislative Chamber are wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

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For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Violeta Mosuela at (415) 554-7704.

For a large print copy of agenda or minutes in alternative formats, contact Annette Lonich at (415) 554-7706.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Clerk of the Board of Supervisors, 1 Dr. Carlton B. Goodlett Place, Room 244, by phone at (415) 554-7724, by fax at (415) 554-5784 or by email at Donna_Hall@ci.sf.ca.us

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.ci.sf.ca.us/bdsupvrs/sunshine.htm

HOUSING AND SOCIAL POLICY COMMITTEE
S.F. BOARD OF SUPERVISORS
CITY HALL, ROOM 244
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BOARD OF SUPERVISORS
BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 554-7642
FAX (415) 252-0461

November 30, 2000

TO: Housing and Social Policy Committee

FROM: Budget Analyst

SUBJECT: December 5, 2000 Housing and Social Policy Committee Meeting

Item 1 – File 00-1585

Department:	Police Department
Item:	Resolution authorizing the Chief of Police to execute an agreement with the State of California to obtain funding in the amount of $500,000 for training simulators for driving and use of force training.
Term of Agreement:	July 1, 2000 through June 30, 2001 (see Comment No. 1)
Description:	Currently, the California Commission on Peace Officer Standards and Training (POST) requires all California Peace Officers to undergo a minimum of 24 hours of in-service training every two years. On July 1, 2000, POST added the additional requirement that 14 of the mandatory 24 hours of in-service training be in particular skills, which include the use of force, vehicle operation, and arrest and control skills. In order to enable local law enforcement jurisdictions to meet these requirements, POST has offered to supply 23 geographically disbursed law enforcement-training facilities with funding for the purchase and use of certain training simulators. Training simulators consist of interactive equipment which are linked with one or more

video monitors to provide the user with sense of being in a real situation suitable for training.

The subject resolution would authorize the Chief of Police to negotiate an agreement with the California Commission on Peace Officer Standards and Training, whereby POST would provide $500,000 of funding for the San Francisco Police Department to acquire two training simulators. The proposed agreement would allow the Police Department to purchase a $100,000 Firearm Training Simulator (FATS), which would train Officers in quick decision making in situations where use of deadly force might be necessary, and a $400,000 Driving Simulator (EVOC), which would train Officers in safe high-speed vehicle operation. The two simulators would be located at 350 Amber Drive, San Francisco, the location of the San Francisco Police Academy.

Comments:

1. The proposed agreement states that the term of the agreement would commence on July 1, 2000, or upon delivery of an approved copy of the contract to POST. Captain Dan Lawson of the Police Department states that the Police Department would transmit an executed copy of the proposed contract to POST shortly after receiving approval from the Board of Supervisors. Therefore, the proposed resolution does not require retroactive approval. Captain Lawson further states that the Police Department would have sufficient time to receive funds from POST and to acquire the two simulators prior to the end of the term of the agreement on June 30, 2001.

2. The proposed agreement contains multiple indemnification provisions. Ms. Margaret Baumgartner of the City Attorney's Office states that she has reviewed the subject proposed agreement, and that the indemnification provisions contained therein are standard and pose no unreasonable risk to the City.

3. According to the terms of the proposed agreement, the cost of maintaining the two subject training simulators would be covered, for the first two years, by maintenance agreements with the training simulator vendor that would accompany the purchase of the two simulators at no extra cost. According to Captain Lawson, after two years, the

Police Department would become responsible for the cost of maintenance of the simulators. However, Captain Lawson reports that police departments which make use of these types of simulators experience very little in maintenance costs. Captain Lawson further states that required maintenance for these simulators is typically limited to replacement of interaction equipment (e.g. a gun that fires infra-red beams) as they become worn out. Captain Lawson states that the Police Department currently has no estimate for this future cost.

4. According to Captain Lawson, after entering into the proposed agreement, the San Francisco Police Academy would be designated a regional California Law Enforcement Mini-Skills Academy by the California Commission on Peace Officer Standards and Training through a second reimbursement agreement, which would not be subject to approval by the Board of Supervisors[1]. Upon entering this second reimbursement agreement and receiving this designation from POST, the San Francisco Police Department would become obligated to provide in-service training, as prescribed by POST, for other law enforcement jurisdictions, as room is available. In exchange for providing such training, all staffing and operating costs associated with the two simulators incurred by the Police Department, including direct operating costs and indirect overhead costs, would be reimbursed by POST.

The designation as a Mini-Skills Academy and the accompanying reimbursements are not addressed in detail in the current proposed agreement. The agreement generally states "...it is POST's intent to cover the cost of operating these simulators by reimbursing a POST approved tuition to each presenter." However, Mr. Forrest Billington of POST states that a formal, specific agreement between POST and the San Francisco Police Department

[1] According to Ms. Lori Giorgi of the City Attorney's Office, a second agreement setting the rate at which the Police Department would be reimbursed by POST for training would not require Board of Supervisors Approval because the funds would not be gifted or granted, but rather would be reimbursed for services rendered. Additionally, the proposed agreement states that the POST intends to cover the Police Departments costs. Therefore, the second agreement will merely be to establish the level of service the San Francisco Police Academy would provide, and through that, determine what reimbursement rate would be required to cover the costs of providing that level of service.

would be prepared regarding these issues once the current proposed agreement is approved. As previously noted, such an agreement would not be subject to Board of Supervisors approval.

5. According to Captain Lawson, reimbursements would be made on a pro rata basis, with the Police Department receiving from POST approximately $151.05 for each week of training completed by each Officer (each week of training would include use of both the FATS and EVOC simulators). Captain Lawson states that the reimbursement per individual Officer is anticipated to be set at the rate of $151.05 in order to allow the Police Department to fully recover all costs associated with use of the two simulators. The rate of $151.05 would be set in anticipation of the Police Department conducting 25 weeks of instruction, with 32 students per class of instruction. The Attachment, provided by the Police Department, provides details regarding expected cost of operating the FATS and EVOC simulators, as well as anticipated reimbursements.

6. According to Captain Lawson, the subject new POST requirement of 14 hours of in-service, biennial training for all California Peace Officers currently applies to the San Francisco Police Department. Captain Lawson notes that the costs associated with providing this mandatory training to San Francisco Police Officers are also expected to be paid by POST following approval of the proposed Agreement, and the Police Academy's subsequent designation by POST as a Mini-Skills Academy. If the Police Department were not to enter into the proposed agreement, and therefore not be subsequently designated a Mini-Skills Academy, the Department would still be required to provide the new mandatory POST training to its Police Officers. However, without the subject proposed agreement, the Police Department would have to pay for this training out of its own budget.

Recommendation: Approve the proposed resolution.

Harvey M. Rose

cc: Supervisor Teng
Supervisor Bierman
Supervisor Becerril
Clerk of the Board
Controller
Stephen Kawa

DAY FOUR
(Thursday) E. V. O. C. / (D. T.)

Lead Instructor / 1 hrs. @ $53.00	*$ 53.00*
Second Instructor / 9 hrs. @ $53.00	*$477.00*
Third Instructor / 9 hrs. @ $53.00	*$477.00*
TOTAL:	*$1007.00*

F. A. T. S. / (F. O.)

Lead Inst. / 1 hrs. @ $53.00	*$ 53.00*
Second Instructor / 9 hrs. @ $53.00	*$477.00*
Third Instructor / 9 hrs. @ $53.00	*$477.00*
TOTAL:	*$1007.00*

ARREST METHODS/COMMUNICATIONS

INFORMATIONAL UPDATE

TOTAL: $2014.00

DAY FIVE
(Friday) SAME AS DAY FOUR TOTAL: $2014.00

(20% indirect costs) $ 805.60

*Total cost for E. V. O. C. / (D. T.) and F. A. T. S. / (F. O.) : $4833.60

Total cost for 25 weeks of instruction, 32 students per course is: $120840.00

Weekly cost per student: $151.05

****

P. O. S. T. reimbursement:

E.V.O.C. / (D. T.) = 800 students x $75.00 = $60,420.00
F.A.T.S. / (F. O.) = 800 students x $75.00 = $60,420.00
Total Contract not to exceed: $120,840.00

Source: San Francisco Police Department

BOARD of SUPERVISORS

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NOTICE OF CANCELLED MEETING

HOUSING AND SOCIAL POLICY COMMITTEE

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NOTICE IS HEREBY GIVEN that the meeting of the Housing and Social Policy Committee scheduled for Tuesday, December 19, 2000, at 10:00 a.m., at 1 Dr. Carlton B. Goodlett Place, Room 263, City Hall, San Francisco, California, has been **cancelled**.

Gloria L. Young, Clerk of the Board

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NOTICE OF CANCELLED MEETING

HOUSING AND SOCIAL POLICY COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN that the meeting of the Housing and Social Policy Committee scheduled for Tuesday, January 2, 2001, at 10:00 a.m., at 1 Dr. Carlton B. Goodlett Place, Room 263, City Hall, San Francisco, California, has been **cancelled**.

Gloria L. Young, Clerk of the Board

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HOUSING AND SOCIAL POLICY

SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN that the meeting of the Housing and Social Policy Committee scheduled for Tuesday, January 16, 2001, at 10:00 a.m. at 1 Dr. Carlton B. Goodlett Place, Room 263, City Hall, San Francisco, California, has been **cancelled**.

Gloria L. Young, Clerk of the Board

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